



COLORADO

Department of Health Care
Policy & Financing

303 E. 17th Ave, Suite 1100
Denver, CO 80203

REMINDER: Hospital Quarterly Reporting Due for 1st Quarter 2024 or FY through 1st Quarter 2024

Dec. 30, March 31, **June 30** and Sept. 30

Greetings,

The Department of Health Care Policy & Financing (HCPF) would like to thank all hospitals and hospital networks for their cooperation in submitting last quarter's 2023 data. This notification is a reminder of the upcoming opening of the Myers & Stauffer [Hospital Information System \(HIS\) Portal](#) as of Wednesday, May 15, 2024. Hospitals must submit Quarter 1, 2024, or FY through Quarter 1, 2024 unaudited Income Statement and Balance Sheet data. This information is due June 30, 2024. The quarterly reporting template is available on the Hospital Financial Transparency [webpage](#) for upcoming submissions, and more detailed information is below.

Hospitals and hospital systems have the option to use the provided template or submit previously prepared internal documentation for quarterly reporting.

- The template is available on HCPF's Hospital Financial Transparency [webpage](#) under Reporting Tools and in the [HIS Portal](#).
- Examples of allowable internal documents include information typically shared with executives, the board of directors, bond rating agencies or other similar authorities. This documentation may be either a PDF or spreadsheet e.g., Excel.
- Hospitals with more than one billion dollars in reserves and hospital systems can submit consolidated quarterly reports. Reserves include, but are not limited to, saving accounts, cash and cash equivalents, and marketable securities.
- Additionally, hospitals and hospital systems may work with the Colorado Hospital Association to create a report using the association's DATABANK system to fulfill the reporting requirement.

For questions related to hospital financial transparency requirements or submission, please reach out to HCPF through the dedicated email: hcpf_hospitaltransparency@state.co.us

For any issues accessing the HIS Portal for submissions, please reach out to HTHelpdesk@mslc.com

