

NFRP HOME PAGE

The following document has been removed from the MA-11 Resources section of the NFRP homepage.

- **Suggested Sch. C, Line 40 Column A Supporting Documentation Format** – contains the suggested template to be submitted as a required supporting document for Sch. C, Line 40 Column A.

MA-11 COST REPORT SUBMISSION END USER MANUAL V7.0 UPDATE

File Retention Policy

- As of 8/15/2023, all documents on the secure NFRP website at <https://secure.panfsubmit.com/> will only be retained for 15 calendar days before being automatically deleted.

STANDARD FILE VALIDATIONS

Sequence #'s 1755 through 1782 and the statement "Applies only to CCRC facilities." were added to the STANDARD FILE VALIDATIONS table.

SEQUENCE#	SCHEDULE	LINE	COLUMN	FIELDNAME	DESCRIPTION OF COST REPORT ELEMENT	VALIDATION
1755 – 1760 *	C	33 - 38	G		Nursing facility allocation dollars	Must be blank if NOT a CCRC. Otherwise, must be whole number greater than or equal to 0.
1761 – 1765 *	C	34 - 38	H		Residential and other allocation dollars	Must be blank if NOT a CCRC. Otherwise, must be whole number greater than or equal to 0.
1766 *	C	33	I		Nursing facility allocation percent	Must be blank if NOT a CCRC. Otherwise, must = 1.0000 if not 0.
1767 – 1771 *	C	34 - 38	I		Nursing facility allocation percent	Must be blank if NOT a CCRC. Otherwise, must = 1.0000 less column J. If not 0, must be rounded to 4 decimals.
1772 – 1776 *	C	34 - 38	J		Residential and other allocation percent	Must be blank if NOT a CCRC. Otherwise, if column H not blank or zero, must be 4 decimals and column I + column J must be between 0.0000 and 1.0000. Must be blank if column H is blank. Must be 0 if column H is zero.
1777 *	C	33	K		Allocation basis	Must be blank if NOT a CCRC. Otherwise, if column G is not blank, must not be blank.
1778 – 1782 *	C	34 - 38	K		Allocation basis	Must be blank if NOT a CCRC. Otherwise, if column G or column H are not blank, must not be blank.

*Applies only to CCRC facilities.

SUPPORTING DOCUMENT VALIDATIONS

Row 5 was added to the SUPPORTING DOCUMENT VALIDATIONS table.

ORDER	FILE NAME PREFIX	FILE FORMAT	SHORT DESCRIPTION	DESCRIPTION OF DOCUMENT	TYPE
5	05-C33-38	Excel® or PDF	Sch. C, Line 33-38	If Facility is a CCRC, documentation to support an entry of other than blank or zero on Schedule C, Lines 33 - 38, Column I and/or J (if applicable).	Required if CCRC and (any SchC33I-38I <> 0.0000 or blank or any SchC34J-38J <> 0.0000 or blank).

The numbering sequence in the “ORDER” column of the SUPPORTING DOCUMENT VALIDATIONS table was updated to reflect the addition of Row 5. The rows that were originally numbered 5 through 49 were renumbered as Rows 6 through 50.

Row 7 (previous Row 6) of the SUPPORTING DOCUMENT VALIDATIONS table, “DESCRIPTION OF DOCUMENT” and “TYPE” were both modified to include “Lines 1 through 32” as seen below.

ORDER	FILE NAME PREFIX	FILE FORMAT	SHORT DESCRIPTION	DESCRIPTION OF DOCUMENT	TYPE
7	07-CcolJ	Excel®	Sch. C, Column J	Schedule to support an entry > 0.0000 on any Lines 1 through 32, Column J. The documentation should enable allocated expenses to be traced from the facility General Ledger to the cost report. See Schedule C instructions for the correct format.	Required if any entry in SchC, Lines 1 through 32, Col J > 0.0000.

APPENDIX B NUMBERED COST REPORT FORM

Schedule C

- “Elements” 1755 through 1760 were added to column G.
- “Elements” 1761 through 1765 were added to column H.
- “Elements” 1766 through 1771 were added to column I.
- “Elements” 1772 through 1776 were added to column J.
- “Elements” 1777 through 1782 were added to column K.

APPENDIX C SUPPORTING DOCUMENTS NAMING CONVENTION

Row 5 was added to the Supporting Documents Naming Convention table.

ORDER	FILE NAME PREFIX	FILE FORMAT	SHORT DESCRIPTION	DESCRIPTION OF DOCUMENT
5	05-C33-38	Excel® or PDF	Sch. C, Line 33-38	If Facility is a CCRC, documentation to support an entry of other than blank or zero on Schedule C, Lines 33 - 38, Column I and/or J (if applicable).

The numbering sequence in the “ORDER” column of the SUPPORTING DOCUMENTS NAMING CONVENTION table was updated to reflect the addition of Row 5. The rows that were originally numbered 5 through 49 were renumbered as Rows 6 through 50.

Row 7 (previous Row 6) of the SUPPORTING DOCUMENTS NAMING CONVENTION table “DESCRIPTION OF DOCUMENT” was modified to include “Lines 1 through 32”.

ORDER	FILE NAME PREFIX	FILE FORMAT	SHORT DESCRIPTION	DESCRIPTION OF DOCUMENT
7	07-CcolJ	Excel®	Sch. C, Column J	Schedule to support an entry > 0.0000 on any Lines 1 through 32, Column J. The documentation should enable allocated expenses to be traced from the facility General Ledger to the cost report. See Schedule C instructions for the correct format.