

STATE OF MARYLAND



Marilyn Moon, Ph.D.
CHAIRMAN

Ben Steffen
ACTING EXECUTIVE DIRECTOR

MARYLAND HEALTH CARE COMMISSION

4160 PATTERSON AVENUE – BALTIMORE, MARYLAND 21215
TELEPHONE: 410-764-3460 FAX: 410-358-1236

March 1, 2012

Dear Nursing Home Administrator:

The Maryland Health Care Commission (MHCC) is requesting that you complete the MHCC User Fee Assessment Survey in order for us to calculate your assessment for Fiscal Year 2013.

Health General Article §19-111 permits the MHCC to levy an assessment against Maryland nursing homes. A “nursing home” defined in §19-111 (a) (5) is:

(5) “Nursing home” means a related institution that is classified as a nursing home.

The calculation of your FY 2013 user fee assessment is based on:

1. number of admissions to your facility during calendar year 2011; and
2. gross operating revenue generated during your last fiscal year.

Your reply should include data for licensed comprehensive care or extended care beds only, as defined by **COMAR 10.07.02**. For example, do not include admission or revenue data for acute care hospital or domiciliary care beds.

Please complete the FY 2013 MHCC User Fee Assessment Survey **no later than April 15, 2012**. The MHCC has the authority to impose a fine to any facility that does not submit the requested information by the due date. We have the ability to fine up to \$1,000.00 per day for late submissions. Your cooperation in responding in a timely manner will allow us ample time to accurately calculate your assessment based on the information you provide to us on the completed survey. Please be certain to carefully check your information before submitting your survey. Submission errors impact all nursing homes and cannot be corrected once the assessment is billed.

If you have any questions regarding your survey form, please feel free to call me at (410) 764-5593 or by email at bbanschbach@mhcc.state.md.us.

Sincerely,

A handwritten signature in purple ink, appearing to read "Brian Banschbach".

Brian Banschbach, Administrator