Maryland Hospice Survey

Prepared for

myUnity Essentials Financial

Table of Contents

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Overview

This document details the reports myUnity Essentials Financial provides for the annual Maryland Health Care Commission State Survey for Hospices. The survey is broken into two parts, with separate submission deadlines for each. Visit the MHCC website for details:

https://mhcc.maryland.gov/mhcc/pages/home/surveys/surveys.aspx

A Medicare Hospice Survey System Report Group can be made available under **File > Report Groups** by request. Using a report group allows you to save your selections, making it faster and easier to retrieve the data when the report needs to be run. Review the Report Groups User Guide or contact Billing Support for assistance if needed. If using a Report Group, use the Override Dates selection to enter your agency's fiscal year, and confirm accurate selection criteria (insurances, units, etc.) via the **Alter** prior to running the report.

Part 1

Section C1a, Column B Carry Over Patients

Go to **Charge > Hospice LOC Report** or press the **Alter** button if running from Report Groups.

General Options tab:

Report Sequence: Patient

Selection Type: Unit. Select unit(s) on the Specific Includes tab.

Report Detail: leave unchecked

Billing Period: Custom

Custom Date Selection: Enter the last day of the prior fiscal year (ex. 12/312019 if running report for fiscal year 2020).

Hospice Insurance Type/Level of Care/Financial Class: All

Report Type: All Records

Export Report: leave un-checked

Press **Preview** and on the last page of the report use the "Patients" Grand Total for patients active on last day of prior year.

Section C1a, C-H Admits by Facility

Go to **Charge > Hospice LOC Report** or press the **Alter** button if running from Report Groups.

General Options tab:

Report Sequence: Patient

Selection Type: All or select specific Unit(s) if needed.

Report Detail: leave unchecked

Billing Period: Custom

Custom Date Selection: Agency Fiscal Year

Hospice Insurance Type: All checked

Level of Care: All checked

Unit: All checked

Report Type: All Records

Export Report: unchecked

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More Options tab:

Only Patients Admitted in Select Month: must be checked.

Show Location of Care Totals: must be checked

Press **Preview** and use the "Locations of Care" Patients count totals on the last page of the report to get unduplicated patient admits by Location of Care.

4/22/2021 10:37:18 AM
　　Patient Sequence
　　Custom date selection
　　　* Admitted-Within-Period

C1a C-H Admits by Facility
All:1/1/2020 To:12/31/2020

Page 3
Home & Hospice Care Services

Locations of Care:

Location	Q-Code	Days	Patients	Un-Dup	Deaths	Live-Disch
Home	Q5001	3,917	25	24	4	2
Sea Girt ILF(1)	Q5001	58	0	0	1	0
Total: Q5001		**3,975**	**25**	**24**	**5**	**2**
Geraldine Ford LTC/NSF(3)	Q5003	100	1	1	0	0
Sunnydale LTC(3)	Q5003	139	1	1	0	0
Total: Q5003		**239**	**2**	**2**	**0**	**0**
Cumberland SNF(4)	Q5004	8	0	0	0	0
Pickens	Q5004	15	1	1	0	0
Total: Q5004		**23**	**1**	**1**	**0**	**0**
Neptune Valley Hospital(5)	Q5005	12	0	0	0	0
Ocean Regional Hospital	Q5005	1	0	0	1	0
Orange County Hospital	Q5005	2	0	0	0	0
Transitional Institute	Q5005	4	0	0	0	0
Total: Q5005		**19**	**0**	**0**	**1**	**0**
Lehigh Valley Inp Hospice(6)	Q5006	44	0	0	0	0
Total: Q5006		**44**	**0**	**0**	**0**	**0**
Long Branch Hospice RF(10)	Q5010	13	0	0	1	0
Total: Q5010		**13**	**0**	**0**	**1**	**0**
Grand Totals:		**4,313**	**28**	**27**	**7**	**2**

Section C1a, I-J Deaths/Non-Deaths

Go to **Charge > Hospice LOC Report** or press the **Alter** button if running from Report Groups.

General Options tab:

Report Sequence: Patient

Selection Type: All or select specific Unit(s) if needed.

Report Detail: leave unchecked

Billing Period: Custom

Custom Date Selection: Agency Fiscal Year

Hospice Insurance Type: All checked

Level of Care: All checked.

Unit: All checked

Report Type: All Records

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Export Report: unchecked

More Options tab:

Only Discharged Patients: must be checked.

Show Location of Care Totals: must be checked

Press **Preview**, go to the "Locations of Care" report on the last page of the report and use the Deaths Total for Column I and the Live-Disch numbers for Column J.

4/22/2021 10:46:46 AM   **C1a I-J Deaths/Non-Deaths**   Discharged-Only   Page 3
Patient Sequence   All:1/1/2020 To:12/31/2020   Home & Hospice Care Services
Custom date selection

Locations of Care:

Location	Q-Code	Days	Patients	Un-Dup	Deaths	Live-Disch
Home	Q5001	2,814	20	20	11	4
Sea Girt ILF(1)	Q5001	143	0	0	1	0
Total: Q5001		**2,957**	**20**	**20**	**12**	**4**
Beehive Home ALF(2)	Q5002	117	1	1	1	0
Total: Q5002		**117**	**1**	**1**	**1**	**0**
Cumberland SNF(4)	Q5004	218	2	2	3	0
Total: Q5004		**218**	**2**	**2**	**3**	**0**
Neptune Valley Hospital(5)	Q5005	1	0	0	0	0
Ocean Regional Hospital	Q5005	1	0	0	1	0
Orange County Hospital	Q5005	2	0	0	0	0
Total: Q5005		**4**	**0**	**0**	**1**	**0**
Inpatient Facility(6)	Q5006	1	1	1	0	0
Lehigh Valley Inp Hospice(6)	Q5006	43	0	0	2	0
Suncrest Hospice Ctr(6)	Q5006	5	1	1	0	0
Total: Q5006		**49**	**2**	**2**	**2**	**0**
Long Branch Hospice RF(10)	Q5010	9	0	0	1	0
Total: Q5010		**9**	**0**	**0**	**1**	**0**
Grand Totals:		**3,354**	**25**	**25**	**20**	**4**

Section C1b, B Readmits during Year

Go to **Charge > Hospice LOC Report** or press the **Alter** button if running from Report Groups.

General Options tab:

Report Sequence: Patient

Selection Type: All or select specific Unit(s) if needed.

Report Detail: leave unchecked

Billing Period: Custom

Custom Date Selection: Agency Fiscal Year

Hospice Insurance Type: All checked

Level of Care: All checked

Unit: All checked

Report Type: All Records

Export Report: unchecked

More Options tab:

Only Patients Admitted in Select Month: must be checked.

Show Location of Care Totals: must be checked

Press **Preview**, go to the "Locations of Care" totals on the last page of the report, and subtract the Un-Dup Total from the Patients total to get the Readmit number for Column B.

Locations of Care:

Location	Q-Code	Days	Patients	Un-Dup	Deaths	Live-Disch
Home	Q5001	3,917	25	24	4	2
Sea Girt ILF(1)	Q5001	58	0	0	1	0
Total: Q5001		3,975	25	24	5	2
Geraldine Ford LTC/NSF(3)	Q5003	100	1	1	0	0
Sunnydale LTC(3)	Q5003	139	1	1	0	0
Total: Q5003		239	2	2	0	0
Cumberland SNF(4)	Q5004	8	0	0	0	0
Pickens	Q5004	15	1	1	0	0
Total: Q5004		23	1	1	0	0
Neptune Valley Hospital(5)	Q5005	12	0	0	0	0
Ocean Regional Hospital	Q5005	1	0	0	1	0
Orange County Hospital	Q5005	2	0	0	0	0
Transitional Institute	Q5005	4	0	0	0	0
Total: Q5005		19	0	0	1	0
Lehigh Valley Inp Hospice(6)	Q5006	44	0	0	0	0
Total: Q5006		44	0	0	0	0
Long Branch Hospice RF(10)	Q5010	13	0	0	1	0
Total: Q5010		13	0	0	1	0
Grand Totals:		4,313	28	27	7	2

Section C1b, C Readmits from Prior Years

Considered for a future release. To manually determine this number, users can run the Discharge Report in Discharge Reason sequence for prior years to get a list of patients discharged for non-death reasons. That list can then be compared the Admission Report of patients admitted in reporting year.

Section C1b, D-G Non-Death Discharges

Go to **Patient > Admission Report** or press the **Alter** button if running from Report Groups.

General Options tab:

Report Type: Discharged Patients

Report Sequence: Reason

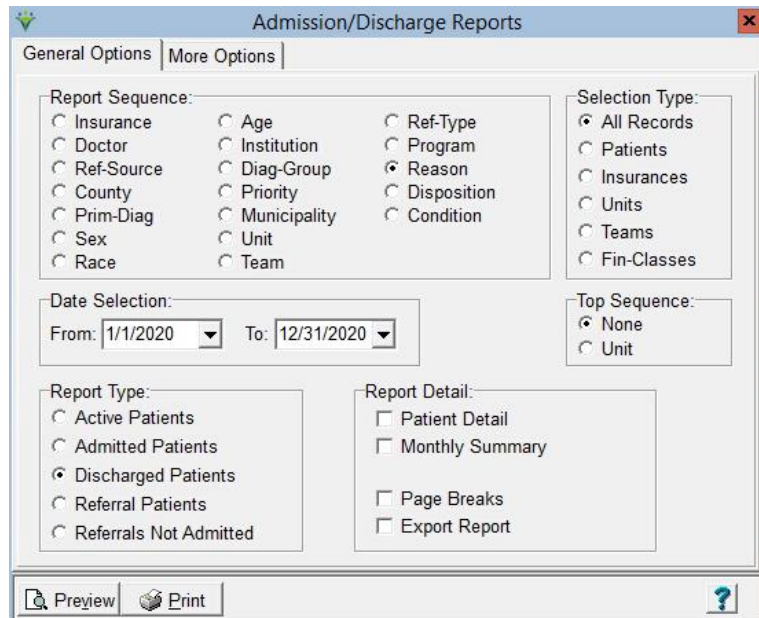**Selection Type**: Unit. Select unit(s) on the Specific Includes tab.

Date Selection: Agency Fiscal Year

Top Sequence: None

Report Detail: leave unchecked

More Options tab:

Nothing should be checked here.

Press **Preview** and use the "Disch Count" column to obtain totals for Deaths vs. Non-Death discharges.

	Admit Count	Disch Count	Un-Dup Count	Active Count	LOS
Admitted to SN Facility:	1	1	1	0	578
DC to home, revoked, or decertified on:	2	2	2	0	75
Discharged for cause:	1	1	1	0	1186
Expired at home:	16	16	16	0	349
Expired at medical facility:	5	5	5	0	421
Goals Met:	1	1	1	0	2
Revoked:	2	2	2	0	64
Grand Totals:	28	28	28	0	347

Report header: 4/22/2021 11:40:55 AM — Reason Sequence — LOS Totals are Average Days — C1b D-G NonDeath Discharges — Units From:1/1/2020 To:12/31/2020 — Discharged Patients — Page 1 — Home & Hospice Care Services

Section C2 Referrals

Contact Clinical Support for a Custom Report to pull Referrals by Referral Source.

Section C3a Average Daily Census

Go to **Billing > Hospice LOC Report** or press the **Alter** button if running from Report Groups.

This report will be used for Average Daily Census, Average Length of Stay Days and Median Length of Stay Days.

General Options tab:

Report Sequence: LOC

Selection Type: Insurance (use Specific Includes tab to select all payers).

Report Detail: leave unchecked

Billing Period: Custom

Custom Date Selection: Agency Fiscal Year

Hospice Insurance Type: All

Level of Care: All

Unit: All

Report Type: All Records

Export Report: unchecked

More Options tab:

All options can be un-checked

Press **Preview** and use the "Days" count divided by number of days (365 or 366 in leap year) to get Average Daily Census.

C3a Average Daily Census
Unit:1/1/2021 To:12/31/2021

Page 1
Home & Hospice Care Services
Hospice Unit

Continuous Home Care

        Patients:5   Avg-Days: 1   Tot-Bill-Amt: 5,333.60   Tot-Days: 6

Inpatient Home Care

        Patients:2   Avg-Days: 3   Tot-Bill-Amt: 5,933.75   Tot-Days: 5

Respite Home Care

        Patients:2   Avg-Days: 4   Tot-Bill-Amt: 3,482.20   Tot-Days: 8

Routine Home Care

        Patients:33   Avg-Days: 184   Tot-Bill-Amt: 1,051,096.7{   Tot-Days: 6063

Grand Totals: Tot-Bill-Amt: 1,065,846.33   Tot-Days: 6082

                                            Tot-SIA-Amt: 0.00
                                            Tot-MD-Amt: 0.00
                                            Tot-Late-Amt: 837,235.11
                                            Tot-Late-Days: 5619
                                            Note: Amounts Above Include Sequester

Section C3b Average Length of Stay

Rerun the Hospice LOC Report, this time with **Only Discharged Patients** checked on the 'More Options' tab.

Press **Preview** and use the "Avg-Days" count.

Section C3c Median Length of Stay Days

Rerun the Hospice LOC Report, this time also checking the **Export Report** option on the 'General Options' tab.

Press Print to print the report to Excel format. Open the report with Excel and sort by Days column (column L).

Scroll to end of the spreadsheet to find the number of rows (excluding the header row) and refer to the Maryland Hospice Survey instructions below for determining Median LOS Days.

- The midpoint for all discharged patients (same population as for ALOS). Half of the patients have a LOS longer than the median and half of the patients have an LOS shorter than the median. Calculate the MLOS by arranging the LOS scores for all patients from lowest to highest (1, 2, 3…). Find the score that falls in the exact middle of the list. This is the median length of stay.
- Example 1: Even number of patients: You have six patients that stayed the following number of days: 11, 2, 9, 5, 8, 4. Arrange the LOS scores from lowest to highest: 2, 4, 5, 8, 9, 11. The median will fall between the third and fourth number. In this case, 5 and 8. Add 5+8 and divide by 2. (5+8)/2 = 6.5. Therefore 6.5 is your median.
- Example 2: Odd number of patients: You have five patients with the following number of days: 8, 22, 3, 10, 22. Arrange the LOS scores from lowest to highest (3, 7, 8, 10, 22). The median length of stay is in the middle – 8 days.
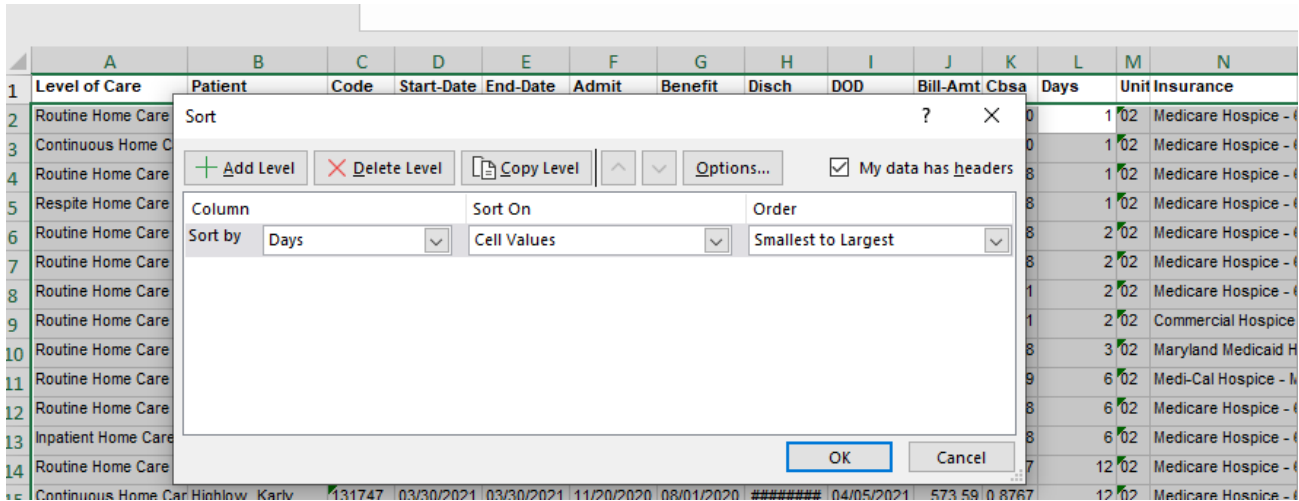
Section C3d&e, Deceased/Discharged Patients

Go to **Patient > Admission Report** or press the **Alter** button if running from Report Groups.

General Options tab:

Report Type: Discharged Patients

Report Sequence: Reason

Selection Type: Unit. Select unit(s) on the Specific Includes tab.

Date Selection: Agency Fiscal Year

Top Sequence: None

Report Detail: leave unchecked

Netsmart
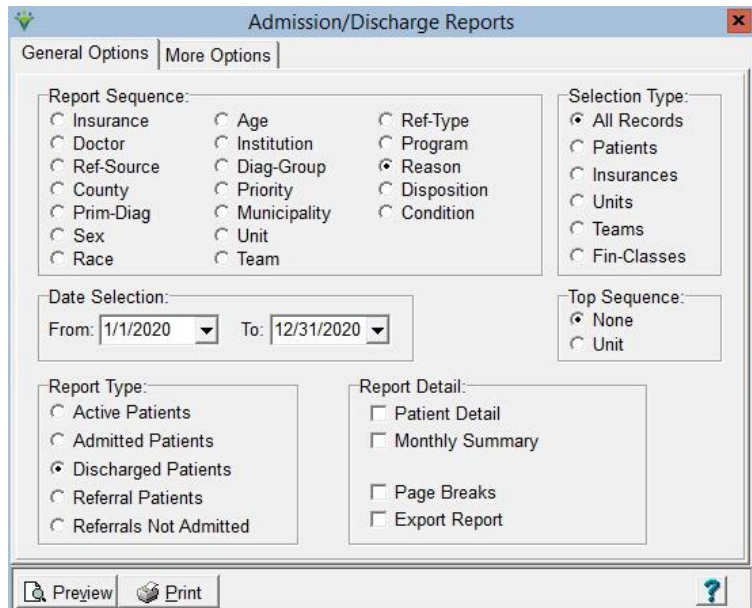
More Options tab:

LOS Totals: checked with Days setup as per screenshot below.

Press **Preview** and use the counts for "0-7" and ">180" for patients who died or were discharged less than or equal to 7 days and patients who died or were discharged greater than or equal to 180 days.

4/22/2021 11:00:29 AM	C3d&e Deceased/Discharged		Discharged Patients	Page 1			
Reason Sequence	Units From:1/1/2020 To:12/31/2020		Home & Hospice Care Services				
LOS Totals are Average Days							
		Admit Count	Disch Count	Un-Dup Count	Active Count	LOS	
	Admitted to SN Facility:	1	1	1	0	578	
Length of Stay: 0--1: 0	0--1: 0 0--1: 0	0-7: 0	8-179: 0	>180: 1	Deaths: 0		
	DC to home, revoked, or decertified on:	2	2	2	0	75	
Length of Stay: 0--1: 0	0--1: 0 0--1: 0	0-7: 0	8-179: 2	>180: 0	Deaths: 0		
	Discharged for cause:	1	1	1	0	1186	
Length of Stay: 0--1: 0	0--1: 0 0--1: 0	0-7: 0	8-179: 0	>180: 1	Deaths: 0		
	Expired at home:	16	16	16	0	349	
Length of Stay: 0--1: 0	0--1: 0 0--1: 0	0-7: 0	8-179: 7	>180: 9	Deaths: 15		
	Expired at medical facility:	5	5	5	0	421	
Length of Stay: 0--1: 0	0--1: 0 0--1: 0	0-7: 0	8-179: 1	>180: 4	Deaths: 3		
	Goals Met:	1	1	1	0	2	
Length of Stay: 0--1: 0	0--1: 0 0--1: 0	0-7: 1	8-179: 0	>180: 0	Deaths: 0		
	Revoked:	2	2	2	0	64	
Length of Stay: 0--1: 0	0--1: 0 0--1: 0	0-7: 0	8-179: 2	>180: 0	Deaths: 0		
	Grand Totals:	28	28	28	0	347	
Length of Stay: 0--1: 0	0--1: 0 0--1: 0	0-7: 1	8-179: 12	>180: 15	Deaths: 18		

Section D1/D2 Age & Gender

Go to **Patient > Admission Report** or press the **Alter** button if running from Report Groups for Admitted patients.

General Options
Report Type: Admitted Patients
Sequence: Sex
Selection Type: Unit
Date Selection: Agency fiscal year
Top Sequence: None
Report Detail: all unchecked

More Options
Patient Sex: All
Age Categories (in Years): enter age categories per the screenshot.
Include Age Categories: checked
Unduplicated Counts: checked
Only Include if Visit Within Date Range: checked

Press **Preview** and reference the "Age Categories" section.

4/20/2021 12:48:42 PM
Sex Sequence
LOS Totals are Average Days

D1/D2 Age and Gender
Units From:1/1/2020 To:12/31/2020

Admitted Patients   Page 1
Home & Hospice Care Services

		Admit Count	Disch Count	Un-Dup Count	Active Count	LOS
	Female:	13	5	12	8	190

Age Categories: ___ 0   0-0: 1   1-12: 0   13-18: 0   19-20: 0   21-34: 0
        35-64: 2   65-74: 2   75-84: 5   85-149: 2   150-149: 0   150-149: 0

		Admit Count	Disch Count	Un-Dup Count	Active Count	LOS
	Male:	18	7	16	11	200

Age Categories: ___ 0   0-0: 1   1-12: 1   13-18: 0   19-20: 0   21-34: 2
        35-64: 2   65-74: 2   75-84: 2   85-149: 6   150-149: 0   150-149: 0

		Admit Count	Disch Count	Un-Dup Count	Active Count	LOS
	Grand Totals:	31	12	28	19	196

Age Categories: ___ 0   0-0: 2   1-12: 1   13-18: 0   19-20: 0   21-34: 2
        35-64: 4   65-74: 4   75-84: 7   85-149: 8   150-149: 0   150-149: 0

D3/D4 Ethnicity & Race

Go to **Patient > Admission Report** or press the **Alter** button if running from Report Groups for Active patients.

General Options
Report Type: Active Patients
Report Sequence: Unit
Selection Type: Unit (choose hospice Unit on Specific Includes tab)
Date Selection: Agency fiscal year
Top Sequence: None
Report Detail: check Patient Detail

Admission/Discharge Reports

General Options | Specific Includes | More Options

Report Sequence:
○ Insurance   ○ Race   ● Unit
○ Doctor   ○ Age   ○ Team
○ Ref-Source   ○ Institution   ○ Ref-Type
○ County   ○ Diag-Group   ○ Program
○ Prim-Diag   ○ Priority
○ Sex   ○ Municipality

Selection Type:
○ All Records
○ Patients
○ Insurances
● Units
○ Teams
○ Fin-Classes

Date Selection:
From: 1/1/2020   To: 12/31/2020

Top Sequence:
● None
○ Unit

Report Type:
● Active Patients
○ Admitted Patients
○ Discharged Patients
○ Referral Patients
○ Referrals Not Admitted

Report Detail:
☑ Patient Detail
☐ Monthly Summary
☐ Page Breaks
☐ Export Report

Preview   Print

More Options
Patient Sex: All
Include Race Counts: checked
All other options should be unchecked.
Unduplicated Counts: checked
**Only Include if Visit Within Date
Range**: checked

Press **Preview** and reference the "Race Counts" section.

9/25/2020 1:57:46 PM   **Admission/Discharge Reporting**   Admitted Patients   Page 1
Unit Sequence   Units From:1/1/2019 To:12/31/2019   Home & Hospice Care Services
LOS Totals are Average Days   Hospice Unit

	Refer	Admit	Admit Count	Disch	Disch Count	Un-Dup Count	Active Count	LOS
Hospice Unit								
Admittest, April: 1019	11/7/2019	11/2/2019	1	2/28/2020		1	1	119
Ahospice, Amy: 213	11/26/2019	11/6/2019	1	11/30/2019	1	1	0	25
Allen, Tim: 131616	6/17/2019	6/17/2019	1	1/6/2020		1	1	204
Alwell, George: 1059	8/14/2019	8/15/2019	1	4/8/2020		1	1	238
Congdon, Naomi: 131569	4/17/2019	1/1/2019	1	5/1/2020		1	1	487
Hissie, Hospicia: 157	3/27/2019	3/27/2019	1	5/25/2019	1	1	0	60
Histest, Version: 158	3/28/2019	4/1/2019	1			1	1	544
Hospice, Annie: 204	11/11/2019	10/1/2019	1	4/26/2020		1	1	209
Hospice, Beatrice: 205	11/11/2019	10/2/2019	1	8/2/2020		1	1	306
Hospice, Callie: 206	11/11/2019	10/7/2019	1	12/31/2019	1	1	0	86
Hospice, Ileana: 207	11/11/2019	10/7/2019	1	2/8/2020		1	1	125
Hosptest, Gip: 152	2/27/2019	2/4/2019	1	2/26/2019	1	1	0	23
Inpatient, Hospicia: 184	8/14/2019	7/9/2019	1	11/1/2020		1	1	482
Mdsurvey, Mary: 294	9/25/2020	1/1/2019	1	3/1/2019	1	1	0	60
Test, GIP: 159	4/5/2019	2/9/2019	1	2/22/2019	1	1	0	14
Unice, Sam: 227	1/20/2020	12/30/2019	1	2/3/2020		1	1	36
Unit Totals:			16		6	16	10	189

Race Counts: **1-Ind:**1   **2-Asn:**5   **3-Blk:**3   **4-Hisp:**3   **5-Haw:**0   **6-Wht:**2   **Other:**0   **Unk:**2

	Grand Totals:	16	6	16	10	189

Race Counts: Al/Ala:1   **Asn:**5   **Blk/AA:** 3   **Hisp/Lat:**3   **Hw/Pac:**0   **Wht:**2   **Multi-Oth:**0   **Unk:**2

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D5 Special Populations

Contact Clinical Support for Custom Reports to obtain Admitted patients with Developmental Disabilities or Veterans.

D6 Admissions by Location and Level of Care

Go to **Billing > Hospice LOC Report** or press the **Alter** button if running from Report Groups.

This report will be run once per Level of Care, changing the Level of Care in between each run.

General Options tab:

Report Sequence: LOC

Selection Type: All or Unit, select Unit(s) on Specific Includes tab

Report Detail: leave unchecked

Billing Period: Custom

Custom Date Selection: Agency Fiscal Year

Hospice Insurance Type: all

Level of Care: uncheck All and select Routine, Respite, Inpatient or Continuous.

Unit: All checked

Report Type: All Records

Export Report: unchecked

More Options tab

Only Patients Admitted in Select Month: check this option.

Show Location of Care Totals: check this option.

Press **Preview** and use the "Un-Dup" count for each Location of Care. Report the "Days" numbers in the Patient Days column.

Locations of Care:

Location	Q-Code	Days	Patients	Un-Dup	Deaths
Home	Q5001	3,913	25	24	4
Sea Girt ILF(1)	Q5001	58	0	0	1
Total: Q5001		**3,971**	**25**	**24**	**5**
Geraldine Ford LTC/NSF(3)	Q5003	100	1	1	0
Sunnydale LTC(3)	Q5003	139	1	1	0
Total: Q5003		**239**	**2**	**2**	**0**
Pickens	Q5004	15	1	1	0
Total: Q5004		**15**	**1**	**1**	**0**
Lehigh Valley Inp Hospice(6)	Q5006	38	0	0	0
Total: Q5006		**38**	**0**	**0**	**0**
Grand Totals:		**4,263**	**28**	**27**	**5**

Run the report again for each Level of Care separately.

D6 DC by Location and Level of Care/Days

Go to **Billing > Hospice LOC Report** or press the **Alter** button if running from Report Groups.

This report will be run once per Level of Care, changing the Level of Care in between each run.

General Options tab:

Report Sequence: Patient

Selection Type: All or select specific Unit(s) if needed.

Report Detail: leave unchecked

Billing Period: Custom

Custom Date Selection: Agency Fiscal Year

Hospice Insurance Type: All

Level of Care: uncheck All and select Routine, Respite, Inpatient or Continuous.

Unit: leave All checked

Report Type: All Records

Export Report: unchecked

More Options tab:

Only Discharged Patients: must be checked.

Show Location of Care Totals: must be checked

Press **Preview** and use the "Locations of Care" totals on the last page of the report and use the Deaths and Live-Disch Totals and the Days listed.

Run the report again for each Level of Care separately.

4/21/2021 2:21:26 PM   **D6 DC by Location Routine**   Discharged-Only   Page 1
  LOC Sequence   All:1/1/2020 To:12/31/2020   Home & Hospice Care Services
  Custom date selection
  Routine Home Care

Routine Home Care

            Patients: 34   Avg-Days: 96   Tot-Bill-Amt: 575,548.32   Tot-Days: 3249

Grand Totals: Tot-Bill-Amt: 575,548.32   Tot-Days: 3249
                                                                        Tot-SIA-Amt: 0.00
                                                                        Tot-MD-Amt: 225.00
                                                                        Tot-Late-Amt: 359,937.87
                                                                        Tot-Late-Days: 2741
                                                                        Note: Amounts Above Include Sequester

Locations of Care:

Location	Q-Code	Days	Patients	Un-Dup	Deaths	Live-Disch
Home	Q5001	2,809	22	10	11	4
Sea Girt ILF(1)	Q5001	143	0	0	1	0
Total: Q5001		**2,952**	**22**	**10**	**12**	**4**
Beehive Home ALF(2)	Q5002	117	1	0	1	0
Total: Q5002		**117**	**1**	**0**	**1**	**0**
Cumberland SNF(4)	Q5004	177	1	0	1	0
Total: Q5004		**177**	**1**	**0**	**1**	**0**
Neptune Valley Hospital(5)	Q5005	1	0	0	0	0
Total: Q5005		**1**	**0**	**0**	**0**	**0**
Lehigh Valley Inp Hospice(6)	Q5006	1	0	0	1	0
Total: Q5006		**1**	**0**	**0**	**1**	**0**
Long Branch Hospice RF(10)	Q5010	1	0	0	0	0
Total: Q5010		**1**	**0**	**0**	**0**	**0**
Grand Totals:		**3,249**	**24**	**10**	**15**	**4**

D7 Admits by Primary Diagnosis

Go to **Billing > Hospice LOC Report** or press the **Alter** button if running from Report Groups.

<u>General Options tab:</u>

Report Sequence: Patient

Selection Type: All or select specific Unit(s) if needed.

Report Detail: leave unchecked

Billing Period: Custom

Custom Date Selection: Agency Fiscal Year
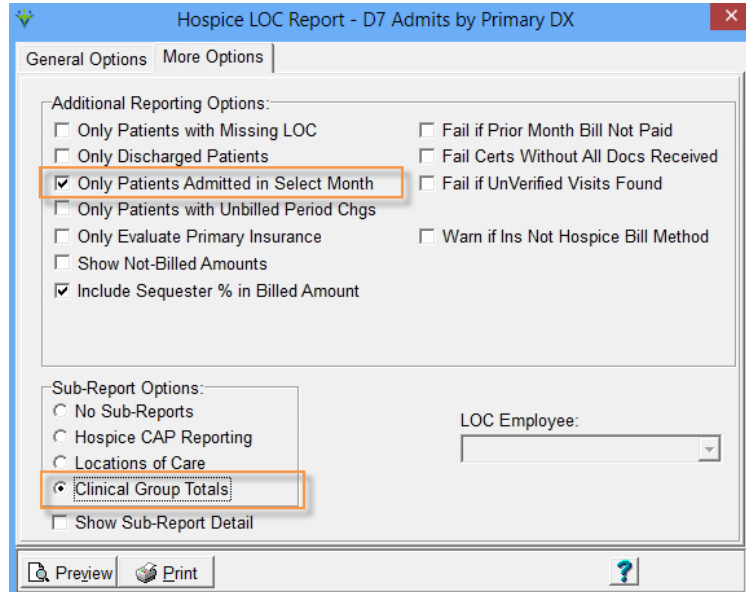
Hospice Insurance Type: All

Level of Care: All

Unit: All

Report Type: All Records

Export Report: unchecked

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More Options tab:

Only Patients Admitted in Select Month: must be checked.

Show Clinical Group Totals: must be checked

Press **Preview** and go to the "Locations of Care" totals on the last pages of the report and use Un-Dup Totals for each Diagnosis group (it will be necessary to manually add numbers for listed clinical groups to correspond to the groupings required for the survey).

D7 Discharges by Primary Diagnosis/Days

Go to **Charge > Hospice LOC Report** or press the **Alter** button if running from Report Groups.

General Options tab:

Report Sequence: Patient

Selection Type: All or select specific Unit(s) if needed.

Report Detail: leave unchecked

Billing Period: Custom

Custom Date Selection: Agency Fiscal Year

Hospice Insurance Type: All

Level of Care: leave All checked.

Unit: leave All checked

Report Type: All Records

Export Report: unchecked

More Options tab:

Only Discharged Patients: must be checked.

Show Clinical Group Totals: must be checked

Press **Preview** and go to the "Locations of Care" totals on the last pages of the report and use the Deaths and Live-Disch Totals for each Diagnosis group (it will be necessary to manually add numbers for the listed clinical groups to correspond to the groupings required for the survey). Report the Days for the associated groups.

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4/21/2021 2:53:25 PM   **D7 DC by Primary DX**   Discharged-Only

Patient Sequence   Unit:1/1/2020 To:12/31/2020   Home & Hospice Care S

Custom date selection   Hospice Unit

Clinical Groups:

Clinical-Group	Q-Code	Days	Patients	Un-Dup	Deaths	Live-Disch
Home	Q5001	103	0	0	1	0
Lehigh Valley Inp Hospice(6)	Q5006	3	0	0	0	0
Home	Q5001	16	1	1	0	0
Total:		**122**	**1**	**1**	**1**	**0**
Lehigh Valley Inp Hospice(6)	Q5006	3	0	0	1	0
Home	Q5001	36	0	0	0	0
Long Branch Hospice RF(10)	Q5010	1	0	0	0	0
Home	Q5001	59	1	1	0	0
Total: B25-B34		**99**	**1**	**1**	**1**	**0**
Long Branch Hospice RF(10)	Q5010	1	0	0	1	0
Home	Q5001	8	0	0	0	0
Long Branch Hospice RF(10)	Q5010	2	0	0	0	0
Home	Q5001	1	1	1	0	0
Total: C00-C14		**12**	**1**	**1**	**1**	**0**
Ocean Regional Hospital	Q5005	1	0	0	1	0
Home	Q5001	287	1	1	0	0
Total: C76-C80		**288**	**1**	**1**	**1**	**0**
Home	Q5001	107	1	1	2	0
Orange County Hospital	Q5005	2	0	0	0	0
Home	Q5001	20	1	1	0	0
Total: C7A-C7A		**129**	**2**	**2**	**2**	**0**
Lehigh Valley Inp Hospice(6)	Q5006	2	0	0	1	0
Home	Q5001	122	0	0	0	0
Lehigh Valley Inp Hospice(6)	Q5006	25	0	0	0	0
Home	Q5001	47	0	0	0	0
Lehigh Valley Inp Hospice(6)	Q5006	4	0	0	0	0
Sea Girt ILF(1)	Q5001	85	0	0	0	0
Home	Q5001	20	0	0	0	0
Inpatient Facility(6)	Q5006	1	1	1	0	0
Home	Q5001	92	0	0	0	1
Neptune Valley Hospital(5)	Q5005	1	0	0	0	0
Home	Q5001	154	1	1	0	0
Total: D00-D09		**553**	**2**	**2**	**1**	**1**
Home	Q5001	52	1	1	1	0
Total: G20-G26		**52**	**1**	**1**	**1**	**0**
Home	Q5001	323	1	1	0	1
Total: I20-I25		**323**	**1**	**1**	**0**	**1**

E1 Volunteers

Contact Clinical Support for a Custom Report if volunteer hours are tracked there.

E2 Bereavement Services

Contact Clinical Support for a Custom Report if bereavement services are tracked there.

F1c Visits by Discipline

Go to **Stats > Services Provided** or press the **Alter** button if running from Report Groups.

General Options tab:

Report Sequence: County

Selection Type: All

Care Type: all checked

Billed/Not-Billed: All-Chgs

Report Detail: Modality-Detail checked

Top Sequence: None

Charge Date Selection:
Agency fiscal year

Date Type: Charge Date

Report Type: Report

Press **Preview** and use the numbers in the Actual-Qty field for the associated discipline being reported for the survey.

	Patients	Gross	Net	Allowance	Time	Billed-Qty	Actual-Qty
Chaplain	1	0.00	0.00	0.00	2.00	1	1
CNA	1	45.00	45.00	0.00	1.00	1	1
Continuous Care	3	8,131.20	3,075.49	5,055.71	46.20	5	5
Home Health Aide	17	5,610.00	467.50	4,955.50	131.75	60	60
Inpatient	8	54,126.25	55,336.13	-1,209.88	0.00	53	53
LPN	2	320.00	0.00	320.00	5.73	2	2
Medical Social Services	6	2,244.00	0.00	2,244.00	14.00	12	12
Non-Billable	8	1,884.69	1,151.18	733.51	32.25	0	0
PPS Initial/Final	1	0.00	5,585.45	0.00	0.00	0	0
Occupational Therapy	1	384.00	0.00	0.00	2.00	4	4
Overhead Charge	1	29.62	0.00	29.62	0.00	1	1
Palliatve Care Services	7	563.16	948.86	-385.70	18.73	11	11
Pharmacy	7	558.89	318.87	240.02	0.00	90	90
Physical Therapy	1	235.00	0.00	0.00	0.50	1	1
Physician	2	330.00	330.00	0.00	1.50	2	2
Respite	8	5,400.00	12,893.72	-7,493.72	0.00	27	27
Room and Board	9	49,231.33	19,338.33	14,195.00	108.00	295	295
Routine	38	970,250.00	782,597.55	187,357.45	0.00	3881	3881
Skilled Nursing	31	53,131.00	15,706.00	33,355.00	388.94	291	290
Supplies	1	3.30	0.00	3.30	0.00	2	2
Grand Totals:	153	1,152,477.44	897,794.08	239,399.81	752.60	4739	4738

4/20/2021 1:55:00 PM — F1c Visits by Discipline — All-Chgs — Page 1
Modality Sequence — Units From: 1/1/2020 To: 12/31/2020 — Home & Hospice Care Services
Actual-Gross/Time — Hospice Unit
Selected Charge Dates

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Part 2

Per the Maryland Health Care Commission general instructions, selected data from the Medicare Cost Report is requested for Part II of the survey.