



Medicare Part A Cost Report e-Filing Updates

Wednesday, March 19, 2025

Presenters:

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Acronyms in this Presentation

- BSO - Backup Security Official
- CCN - CMS Certification Number
- CMHC - Community Mental Health Center
- ECR - Electronic Cost Report
- ESRD - End Stage Renal Disease
- EUS - External User Services
- FQHC - Federally Qualified Health Center
- FTE - Full Time Equivalent
- FYB - Fiscal Year Begin
- FYE - Fiscal Year End
- GME - Graduate Medical Education
- HHA - Home Health Agency
- Histolab - Histocompatibility Laboratory
- HO - Home Office
- IDM - Identity Management system
- IME - Indirect Medical Education
- IPPS - Inpatient Prospective Payment System
- IRIS - Intern and Resident Information System
- IRR - Interim Rate Review
- LPIC - Limited Purpose Insurance Company
- MAC - Medicare Administrative Contractor
- MCR - Medicare Cost Report
- MCR eF - Medicare Cost Report e-Filing system
- MFA - Multi-Factor Authentication
- NPR - Notice of Program Reimbursement
- OPA - Organ Procurement Agency
- PHI - Protected Health Information
- PII - Personally Identifiable Information
- PS&R - Provider Statistical and Reimbursement System
- RHC - Rural Health Clinic
- SNF - Skilled Nursing Facility
- SO - Security Official
- STAR - System for Tracking Audit and Reimbursement
- TS - Tentative Settlement

Clarification of Terms

- When we say “Provider”, we mean Medicare Part A Providers *and* their Home Offices
- When we say “Cost Report”, we mean Medicare Part A Cost Reports *and* their Home Office Cost Statements

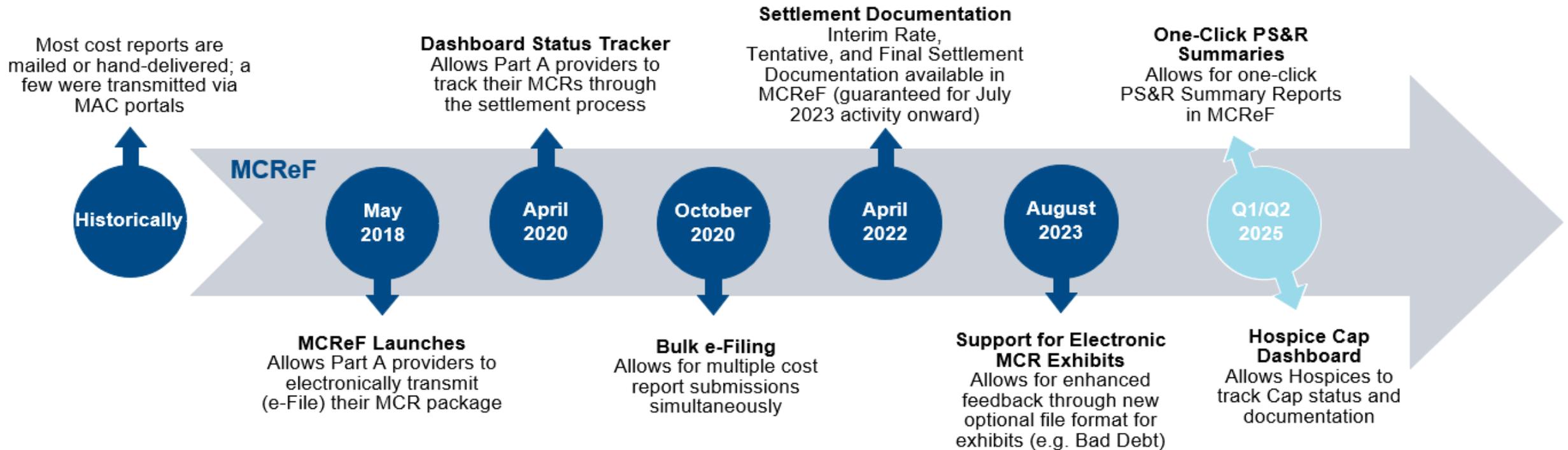
Agenda

- Introductions
- Background and Overview
- Discuss Updates and New Features to MCR eF
- e-Filing Refresher
- Q&A

Business Overview

- The Medicare Cost Report (MCR) is used to determine Part A providers' annual Medicare reimbursable cost.
- Providers use a variety of sources (including Provider Statistical and Reimbursement system (PS&R) claim reimbursement data) to create their MCR.
 - There are about 57,000 MCRs submitted each year that account for over \$250 Billion of Medicare reimbursement.
- Regulation specifies deadline for submitting an acceptable cost report
- Medicare Administrative Contractors (MACs) have requirements for receiving, accepting, reviewing, auditing, and finalizing cost reports.

History of Cost Report Submission and Receipt Process



MCRReF Usage

- **Since 5/1/2018:**
 - Over 180,000 successful submissions from over 11,000 distinct users
 - Median Submission Time: 4 seconds
 - Over 3,200 providers were able to correct errors with their MCR prior to submission and without the need for correspondence with their MAC, and potentially avoiding the rejection of their MCR
 - Tentative Settlement payments issued faster on average for MCRReF submissions versus non-MCRReF submissions
- CY2024: 68% of all MCR submissions were e-Filed via MCRReF
- **A few quotes received from MCRReF users:**
 - “In the 25 years I have been doing cost reporting, never have we gotten tentatives this early or have we filed this early, so we know it is all because of MCRReF.”
 - “I am loving the cost report submission season! MCRReF is awesome!”
 - “This is a great, centrally located tool for cost report filing statuses, especially when you have multiple facilities and multiple fiscal years.”
 - “Finally started using it this year, and kicking myself for not doing it sooner!”
 - “..I have been involved in cost reporting since 1983. This is the best initiative that I have seen from CMS to help providers and be more efficient.”

CMS Goal

- Enhance the Medicare provider experience
 - Continuously improve the cost report filing experience
 - Increase transparency to providers through cost report tracking

Advantages of MCRReF for Providers

- One process for all providers via one submission portal
 - Available to all Part A providers regardless of MAC
 - Beneficial to chain organizations which have providers at multiple MACs, and any time you change MACs
 - Reduces confusion, delays, and time you spend on administrative processes
- Direct feedback on the receivability of your MCR submission, and potential for instant acceptance
- Tentative Settlement payments issued faster on average for MCRReF submissions
- Live updates on cost report status from submission through desk review and final settlement, including access to Interim Rate, Tentative, and Final Settlement documentation for activity since July 2023

MCREf – High Level System Changes

- **One-Click PS&R Summaries:** Ready-made PS&R Summary Reports for instant download on the MCREf home page
- **Hospice Cap Dashboard:** New dashboard for tracking Hospice Cap status, detailed view of Cap review dates, and access to Documentation for Cap Determinations



One-Click PS&R Summary Report Download

One-Click PS&R Summary Report Download

- PS&R Summary Reports tailored for cost report creation will be directly accessible via a one-click download within the Medicare Cost Report e-Filing system (MCR eF)
- The goal of this is to make acquiring PS&R Summary Reports:
 - Easier (one-click, rather than current multi-screen flow for custom requests)
 - Faster (immediate download, no queue/inbox)
 - Vendor-ready (format and dates coordinated with cost report vendors for plug'n'play simplicity)

Existing MCR eF Home Page



Medicare Cost Report e-Filing System (MCR eF)

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Processing (4)

Reopening/Appeal (1)

Complete (23)

Bulk e-Filing Issue(s)

⚠ Warning (1)

❌ Error (5)

Show entries

Provider # [?]	Provider Name	FYE [?]	Cost Report Status [?]	Action
11-1111	University Hospital	12/31/2025	FYE Not Elapsed	
22-1622	City Center Hospice	12/31/2025	FYE Not Elapsed	
33-3333	State Medical Center	12/31/2025	FYE Not Elapsed	
HB-4444	Company LLC	12/31/2025	FYE Not Elapsed	
11-1111	University Hospital	12/31/2024	Pending Receipt	E-File CR
22-1622	City Center Hospice	12/31/2024	Pending Receipt ❌	E-File CR
33-3333	State Medical Center	12/31/2024	Pending Receipt	E-File CR
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33-3333	State Medical Center	12/31/2023	Processing	E-File CR
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33-3333	State Medical Center	12/31/2022	Complete	
HB-4444	Company LLC	12/31/2022	Complete	
11-1111	University Hospital	12/31/2021	Complete	
22-1622	City Center Hospice	12/31/2021	Reopening/Appeal	
33-3333	State Medical Center	12/31/2021	Complete	

Mock-up with Upcoming Changes



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Provider #	Provider Name	FYE	PS&R Download	Cost Report Status	Action
11-1111	University Hospital	12/31/2025	(03/19/2025)	FYE Not Elapsed	
22-1622	City Center Hospice	12/31/2025	(03/15/2025)	FYE Not Elapsed	
33-3333	State Medical Center	12/31/2025	No Paid Claims in PS&R as of 03/19/2025	FYE Not Elapsed	
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11-1111	University Hospital	12/31/2022	(02/02/2024)	Complete	
22-1622	City Center Hospice	12/31/2022	(03/17/2025)	Processing	E-File CR
33-3333	State Medical Center	12/31/2022	(02/10/2024)	Complete	
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What the One-Click Summaries Will Contain

- All available PS&R Report Types for the provider and any subunits or consolidated FQHCs/RHCs the MAC is currently aware of
 - Report package will also include the PS&R 1000 Consolidated Summary report, the 399 Home Health PPS-Part A and Part B Episodes, and supplemental sections as applicable (i.e. 110 DRG Section, 329/339 Patient CBSA Visit Section)
- Service Periods
 - Will encompass 1 full cost reporting period
 - Service-period “splits” will be applied as follows:
 - IPPS Hospitals receive a split on 10/1
 - The following provider types will receive a split on 1/1:
 - Cancer Hospitals
 - Teaching Facilities
 - Based Psych and Rehab units attached to a Teaching Hospital
 - Based Swing-Bed SNFs and RHCs
 - RHCs receive an additional one-time split on 4/1/2021
- All Paid Dates available as of report generation
- CSV and PDF format

Note: Before using One-Click Summaries, you should confirm that these defaults meet your particular filing needs

Service Period Date “Splits” Example

For example, assuming a Teaching Hospital with based Psych, RHC, and HHA subunits, and a Cost Reporting Period of 7/1/2023-6/30/2024, the default service periods would be as follows:

Provider	“Splits” on...	Period 1	Period 2	Period 3	Period 4
Teaching IPPS Hospital	10/1 (IPPS) 1/1 (Teaching)	7/1/2023 – 9/30/2023	10/1/2023 – 12/31/2023	1/1/2024 – 6/30/2024	
Based Psych	1/1 (Based Psych to a Teaching facility)	7/1/2023 – 12/31/2023	1/1/2024 – 6/30/2024		
Based RHC	1/1 (RHC)	7/1/2023 – 12/31/2023	1/1/2024 – 6/30/2024		
Based HHA	None	7/1/2023 – 6/30/2024			

Supported FYEs and Data Refresh Frequency

- Functionality will provide fresh default PS&R Summary reports for cost reporting periods which meet all 3 of the following criteria:
 - FYB is in the past
 - FYE is no more than 3 years old
 - FYE is not Finalized (e.g. NPR not issued)
- Supported FYEs will have fresh reports reflecting any changes to the PS&R data made available on a rolling basis:

For FYEs that are...	Targeting fresh reports within...	Currently averaging fresh reports every...
Not elapsed	2 months	3-4 days
Elapsed, but no accepted cost report	1 week	1-2 days
Accepted cost report, but not Finalized	1 month	1-2 days

- For FYEs that have aged out (i.e. older than 3 years) or have been Finalized, the reports will cease being updated and MCR&F will retain the last copy
- For any reports not made available per the guidelines above (including Detail and Miscellaneous), users would continue to request those manually in the PS&R system

Mock-up with Upcoming Changes



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✖ Error (5)

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Show 20 entries Export To Excel Download PS&Rs (10)

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The download icon indicates that the Summary Reports for that Provider / FYE are available for download.

The date is when the reports were last verified to be current.

Clicking anywhere on the download icon or hyperlink will initiate the download.

Mock-up with Upcoming Changes



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33-3333				FYE Not Elapsed	
HB-4444				FYE Not Elapsed	
11-1111				Pending Receipt	E-File CR
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33-3333				Pending Receipt	E-File CR
HB-4444				Pending Receipt	E-File CR
11-1111				Processing	E-File CR
22-1622				Processing ✖	E-File CR
33-3333				Processing	E-File CR
HB-4444				Complete	
11-1111				Complete	
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Mock-up with Upcoming Changes

PROVIDER STATISTICAL AND REIMBURSEMENT SYSTEM

Cover Page for: "111111_FYE 2025-12-31_Summary Reports as of 2025-03-19"

Downloaded from MCR eF: 03/19/2025 | PS&R Report Run Date: 03/19/2025 | Paid Claims Verified Current As Of: 03/19/2025

The table below lists the PS&R summary reports associated with the downloaded package. On a periodic basis, the previously generated reports are reviewed to determine if they are current. The "Paid Claims Verified Current As Of" above reflects the date that the system last verified that the reports within the listed requests were inclusive of all paid claims associated with the provider(s) and service dates in the request.

Provider #	Report Type
111111	110 , 115 , 118 , 11A , 120 , 122 , 125 , 12P , 130 , 132 , 135 , 13A , 13N , 13P , 13Z , 140 , 145 , 14A , 14N , 14P , 1000
111112	720 , 725 , 1000
111113	130 , 132 , 720 , 725 , 72A , 1000
111114	No Data Available
111115	118 , 11A , 11U , 120 , 125 , 12P , 130 , 135 , 13P , 1000

Mock-up with Upcoming Changes

PROVIDER STATISTICAL AND REIMBURSEMENT SYSTEM

Program ID: REDESIGN
 Paid Dates: 08/01/07 THRU 03/19/25
 Report Run Date: 03/19/25
 Provider FYE: 12/31
 Provider Number: 111111 University Hospital

PROVIDER SUMMARY REPORT
 INPATIENT - PART A

Page: 1
 Report #: OD44203
 Report Type: 110

SERVICES FOR PERIOD 01/01/25 - 12/31/25	SERVICES FOR PERIOD No Data Requested	SERVICES FOR PERIOD No Data Requested	SERVICES FOR PERIOD No Data Requested
--	--	--	--

STATISTIC SECTION

DISCHARGES	6		
MEDICARE DAYS	39		
CLAIMS	6		

CHARGE SECTION

*** ACCOMMODATION CHARGES ***

REV CODE	DESCRIPTION	UNITS	CHARGES	UNITS	CHARGES	UNITS	CHARGES	UNITS	CHARGES
0110	ROOM-BOARD/PVT	14	\$19,978.40						
0200	INTENSIVE CARE or (ICU)	12	\$42,920.28						
0206	ICU/INTERMEDIATE	13	\$22,860.90						
TOTAL ACCOMMODATIONS		39	\$85,759.58						

*** ANCILLARY CHARGES ***

REV CODE	DESCRIPTION	UNITS	CHARGES	UNITS	CHARGES	UNITS	CHARGES	UNITS	CHARGES
0250	PHARMACY	3,348	\$94,846.94						
0258	IV SOLUTIONS	118	\$13,529.28						
0271	NONSTER SUPPLY	783	\$31,688.01						
0272	STERILE SUPPLY	1	\$1,293.92						
0300	LABORATORY or (LAB)	83	\$12,873.30						
0301	LAB/CHEMISTRY	144	\$44,598.79						
0302	LAB/IMMUNOLOGY	2	\$817.94						
0305	LAB/HEMATOLOGY	62	\$17,574.51						
0306	LAB/BACT-MICRO	33	\$13,823.20						
0307	LAB/UROLOGY	6	\$720.30						
0312	PATHOL/HYSTOL	2	\$1,549.36						
0320	DX X-RAY	6	\$5,223.42						

Paid Claims Verified Current As Of

- The system regularly checks One-Click PS&R Summary reports to confirm they are still up-to-date with new claims and any relevant changes to providers, and reflects the most recent day the system confirmed the report was still current as the "Paid Claims Verified Current As Of"

Downloaded from MCR eF Date (Today)	PS&R Report Run Date	Paid Claims Verified Current As Of Date	What does this mean?
3/19/2025	3/18/2025	3/18/2025	Run yesterday, as good as a manual PS&R run yesterday
3/19/2025	12/22/2024	3/19/2025	Run 3 months ago, as good as a manual PS&R run today
3/19/2025	1/14/2025	3/5/2025	Run 2 months ago, as good as a manual PS&R run 2 weeks ago

- Bottom-line: The Paid Claims Verified Current As Of always means that the report provided is as current as a PS&R report run on that date.

Cost Report Instructions

- Currently, multiple cost report forms require the entry of the paid-through date from the PS&R Reports used to prepare the MCR.
- The CMS Division of Cost Reporting is in the process of updating those forms to clarify that this new “Paid Claims Verified Current As Of” date, if present, should be used in place of the paid-through date.
- Excerpt of update to the Hospital 2552-10 (other forms to follow):
 - “Was the cost report prepared using the PS&R Report only? If either column 1 or 3 is yes, in columns 2 and 4, from the PS&R used to prepare this cost report, enter the "Paid Claims Verified Current As Of" date, if present, or the paid-through date. (see instructions)”

Mock-up with Upcoming Changes



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22-1622	City Center Hospice	12/31/2022	(03/17/2025)	Processing	E-File CR
33-3333	State Medical Center	12/31/2022	(02/10/2024)	Complete	
11-1111	University Hospital	12/31/2021	Only Available in PS&R	Reopening/Appeal	

Filters

Quick Search

Fiscal Year End
 From To

CR Status

FYE Not Elapsed (4)

Pending Receipt (4)

Processing (4)

Reopening/Appeal (1)

Complete (23)

Bulk e-Filing Issue(s)

⚠ Warning (1)

✖ Error (5)

[Clear Filters](#)

The PS&R Summary Report download is not available in MCR eF.

This will display when an FYE is not eligible (e.g. older than 3 years) and MCR eF does not have a previous copy of the report available.

Summary Report data for ineligible FYEs and any other PS&R reports (Miscellaneous/Detail) will still be available in the PS&R system.

Mock-up with Upcoming Changes

CMS Medicare Cost Report e-Filing System (MCR eF) Home Accessibility User Manual Logout
User ID: Sample User
Wednesday, March 19, 2025

Home Bulk e-File

Home

Filters

Quick Search

Fiscal Year End
From To

CR Status
 FYE Not Elapsed (4)
 Pending Receipt (4)
 Processing (4)
 Reopening/Appeal (1)
 Complete (23)

Bulk e-Filing Issue(s)
 Warning (1)
 Error (5)

Show 20 entries Export To Excel Download PS&Rs (10)

Provider #	Provider Name	FYE	PS&R Download	Cost Report Status	Action
11-1111	University Hospital	12/31/2025	(03/19/2025)	FYE Not Elapsed	
		12/31/2025	(03/15/2025)	FYE Not Elapsed	
		12/31/2025	No Paid Claims in PS&R as of 03/19/2025	FYE Not Elapsed	
			Not Applicable	FYE Not Elapsed	
			(03/16/2025)	Pending Receipt	E-File CR
		12/31/2024	Not Yet Available in MCR eF	Pending Receipt ✖	E-File CR
		12/31/2024	(03/18/2025)	Pending Receipt	E-File CR
		12/31/2024	Not Applicable	Pending Receipt	E-File CR
		12/31/2023	(03/18/2025)	Processing	E-File CR
		12/31/2023	(03/15/2025)	Processing ✖	E-File CR
		12/31/2023	(03/17/2025)	Processing	E-File CR
HB-4444	Company LLC	12/31/2023	Not Applicable	Complete	
11-1111	University Hospital	12/31/2022	(02/02/2024)	Complete	
22-1622	City Center Hospice	12/31/2022	(03/17/2025)	Processing	E-File CR
33-3333	State Medical Center	12/31/2022	(02/10/2024)	Complete	
11-1111	University Hospital	12/31/2021	Only Available in PS&R	Reopening/Appeal	

A PS&R Summary Report download has not yet been generated.

This will display when the Provider / FYE is eligible for PS&R Summary Reports and paid claims are available in PS&R for the given year, but One-Click Summary Reports have not been generated yet.

Mock-up with Upcoming Changes



Medicare Cost Report e-Filing System (MCR eF)

Home Accessibility User Manual Logout
 User ID: Sample User
 Wednesday, March 19, 2025

[Home](#)

[Bulk e-File](#)

Home

Filters

Quick Search

Fiscal Year End
 From To

CR Status

FYE Not Elapsed (4)
 Pending Receipt (4)
 Processing (4)
 Reopening/Appeal (1)
 Complete (23)

Bulk e-Filing Issue(s)

Warning (1)
 Error (5)

Show entries

Provider #	Provider Name	FYE	PS&R Download	Cost Report Status	Action
11-1111	University Hospital	12/31/2025	(03/19/2025)	FYE Not Elapsed	
		2025	(03/15/2025)	FYE Not Elapsed	
		2025	No Paid Claims in PS&R as of 03/19/2025	FYE Not Elapsed	
		2025	Not Applicable	FYE Not Elapsed	
		2024	(03/16/2025)	Pending Receipt	E-File CR
		2024	Not Yet Available in MCR eF	Pending Receipt ✖	E-File CR
		2024	(03/18/2025)	Pending Receipt	E-File CR
		2024	Not Applicable	Pending Receipt	E-File CR
11-1111	University Hospital	12/31/2023	(03/18/2025)	Processing	E-File CR
22-1622	City Center Hospice	12/31/2023	(03/15/2025)	Processing ✖	E-File CR
33-3333	State Medical Center	12/31/2023	(03/17/2025)	Processing	E-File CR
HB-4444	Company LLC	12/31/2023	Not Applicable	Complete	
11-1111	University Hospital	12/31/2022	(02/02/2024)	Complete	
22-1622	City Center Hospice	12/31/2022	(03/17/2025)	Processing	E-File CR
33-3333	State Medical Center	12/31/2022	(02/10/2024)	Complete	
11-1111	University Hospital	12/31/2021	Only Available in PS&R	Reopening/Appeal	

The PS&R Summary Report is not yet available.

This will display when no paid claims were present in PS&R for the Provider and FYE as of the date displayed in the status.

Mock-up with Upcoming Changes



CMS
CENTERS FOR MEDICARE & MEDICAID SERVICES

Medicare Cost Report e-Filing System (MCR eF)

Home Accessibility User Manual Logout
User ID: Sample User
Wednesday, March 19, 2025

[Home](#)

[Bulk e-File](#)

Home

Show entries
Export To Excel
Download PS&Rs (10)

Provider # ¹ ▲	Provider Name	FYE ¹ ▼	PS&R Download ¹ ⚡	Cost Report Status ¹ ▲	Action
11-1111	University Hospital	12/31/2025	⬇️ (03/19/2025)	FYE Not Elapsed	
22-1622	City Center Hospice	12/31/2025	⬇️ (03/15/2025)	FYE Not Elapsed	
			No Paid Claims in PS&R as of 03/19/2025	FYE Not Elapsed	
			Not Applicable	FYE Not Elapsed	
			⬇️ (03/16/2025)	Pending Receipt	E-File CR
			Not Yet Available in MCR eF	Pending Receipt ❌	E-File CR
			⬇️ (03/18/2025)	Pending Receipt	E-File CR
			Not Applicable	Pending Receipt	E-File CR
			⬇️ (03/18/2025)	Processing	E-File CR
22-1622	City Center Hospice	12/31/2023	⬇️ (03/15/2025)	Processing ❌	E-File CR
33-3333	State Medical Center	12/31/2023	⬇️ (03/17/2025)	Processing	E-File CR
HB-4444	Company LLC	12/31/2023	Not Applicable	Complete	
11-1111	University Hospital	12/31/2022	⬇️ (02/02/2024)	Complete	
22-1622	City Center Hospice	12/31/2022	⬇️ (03/17/2025)	Processing	E-File CR
33-3333	State Medical Center	12/31/2022	⬇️ (02/10/2024)	Complete	
11-1111	University Hospital	12/31/2021	Only Available in PS&R	Reopening/Appeal	

Filters

Quick Search

Fiscal Year End

From To

CR Status

FYE Not Elapsed (4)

Pending Receipt (4)

Processing (4)

Reopening/Appeal (1)

Complete (23)

Bulk e-Filing Issue(s) ¹

⚠️ Warning (1)

❌ Error (5)

[Clear Filters](#)

The PS&R Summary Report download functionality is not applicable to the Provider and FYE.

This will display for Home Offices / LPICs as they do not have paid claims.

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Next Steps

- Work for this feature is currently being completed
- Goal is to have this available to everyone in MCRReF during Spring 2025



Hospice Cap Dashboard

Hospice Cap Dashboard

- **Goal:** Expand MCR eF functionality for users with access to Hospice Providers
- The New Hospice Cap dashboard will allow Hospice Providers to track Hospice Cap status, have a detailed view of Cap review dates, and access/download documentation for Hospice Cap Determinations.

Existing MCR eF Home Page



Medicare Cost Report e-Filing System (MCR eF)

CENTERS FOR MEDICARE & MEDICAID SERVICES

Home Accessibility User Manual Logout

User ID: Sample User

Wednesday, March 19, 2025

[Home](#)

[Bulk e-File](#)

Home

Filters

Quick Search

Fiscal Year End

From To

CR Status

FYE Not Elapsed (4)

Pending Receipt (4)

Processing (4)

Reopening/Appeal (1)

Complete (23)

Bulk e-Filing Issue(s)

⚠ Warning (1)

❌ Error (5)

Show entries

Provider # [?]	Provider Name	FYE [?]	Cost Report Status [?]	Action
11-1111	University Hospital	12/31/2025	FYE Not Elapsed	
22-1622	City Center Hospice	12/31/2025	FYE Not Elapsed	
33-3333	State Medical Center	12/31/2025	FYE Not Elapsed	
HB-4444	Company LLC	12/31/2025	FYE Not Elapsed	
11-1111	University Hospital	12/31/2024	Pending Receipt	E-File CR
22-1622	City Center Hospice	12/31/2024	Pending Receipt ❌	E-File CR
33-3333	State Medical Center	12/31/2024	Pending Receipt	E-File CR
HB-4444	Company LLC	12/31/2024	Pending Receipt	E-File CR
11-1111	University Hospital	12/31/2023	Processing	E-File CR
22-1622	City Center Hospice	12/31/2023	Processing ❌	E-File CR
33-3333	State Medical Center	12/31/2023	Processing	E-File CR
HB-4444	Company LLC	12/31/2023	Complete	
11-1111	University Hospital	12/31/2022	Complete	
22-1622	City Center Hospice	12/31/2022	Processing	E-File CR
33-3333	State Medical Center	12/31/2022	Complete	
HB-4444	Company LLC	12/31/2022	Complete	
11-1111	University Hospital	12/31/2021	Complete	
22-1622	City Center Hospice	12/31/2021	Reopening/Appeal	
33-3333	State Medical Center	12/31/2021	Complete	

Updated MCR eF Home Page



CMS
CENTERS FOR MEDICARE & MEDICAID SERVICES

Medicare Cost Report e-Filing System (MCR eF)

Home Accessibility User Manual Logout
User ID: Sample User
Wednesday, March 19, 2025

[Home](#)

[Bulk e-File](#)

Home

Filters

Quick Search

Fiscal Year End
From To
mm/dd/yyyy mm/dd/yyyy

CR Status

FYE Not Elapsed (4)

Pending Receipt (4)

Processing (4)

Reopening/Appeal (1)

Complete (23)

Bulk e-Filing Issue(s)

Warning (1)

Error (5)

Cost Report
Hospice Cap

Provider #	Provider Name	FYE	PS&R Download	Cost Report Status	Action
11-1111	University Hospital	12/31/2025	(03/19/2025)	FYE Not Elapsed	
22-1622	City Center Hospice	12/31/2025	(03/15/2025)	FYE Not Elapsed	
33-3333	State Medical Center	12/31/2025	No Paid Claims in PS&R as of 03/19/2025	FYE Not Elapsed	
HB-4444	Company LLC	12/31/2025	Not Applicable	FYE Not Elapsed	
11-1111	University Hospital	12/31/2024	(03/16/2025)	Pending Receipt	E-File CR
22-1622	City Center Hospice	12/31/2024	Not Yet Available in MCR eF	Pending Receipt ✖	E-File CR
33-3333	State Medical Center	12/31/2024	(03/18/2025)	Pending Receipt	E-File CR
HB-4444	Company LLC	12/31/2024	Not Applicable	Pending Receipt	E-File CR
11-1111	University Hospital	12/31/2023	(03/18/2025)	Processing	E-File CR
22-1622	City Center Hospice	12/31/2023	(03/15/2025)	Processing ✖	E-File CR
33-3333	State Medical Center	12/31/2023	(03/17/2025)	Processing	E-File CR
HB-4444	Company LLC	12/31/2023	Not Applicable	Complete	
11-1111	University Hospital	12/31/2022	(02/02/2024)	Complete	
22-1622	City Center Hospice	12/31/2022	(03/17/2025)	Processing	E-File CR
33-3333	State Medical Center	12/31/2022	(02/10/2024)	Complete	
11-1111	University Hospital	12/31/2021	Only Available in PS&R	Reopening/Appeal	

New Hospice Cap Dashboard



Medicare Cost Report e-Filing System (MCR eF)

Home Accessibility User Manual Logout

User ID: Sample User

Wednesday, March 19, 2025

Home
Bulk e-File

03/15/2022

Home

Filters

Quick Search

Cap Year

From To

Self-Determined Status

Due (0)

Past Due (2)

Received (8)

Demand Letter Sent (2)

Date of Last Determination

From To

Cost Report Hospice Cap

Show entries

Provider #	Provider Name	Cap Year	Self-Determined Status	Date of Last Determination
11-1511	University Hospice	2024	Received 02/27/2025	
22-1622	City Center Hospice	2024	Past Due 02/28/2025	
33-1711	State Medical Hospice	2024	Received 02/06/2025	
11-1511	University Hospice	2023	Past Due 02/29/2024	03/15/2024
22-1622	City Center Hospice	2023	Received 02/12/2024	06/20/2024
33-1711	State Medical Hospice	2023	Received 02/28/2024	01/24/2025
11-1511	University Hospice	2022	Received 02/17/2023	03/06/2023
22-1622	City Center Hospice	2022	Received 02/15/2023	02/25/2023
33-1711	State Medical Hospice	2022	Demand Letter Sent 03/02/2022	03/02/2022
11-1511	University Hospice	2021	Received 04/12/2022	03/15/2022
22-1622	City Center Hospice	2021	Received 02/20/2022	02/16/2024
33-1711	State Medical Hospice	2021	Demand Letter Sent 03/12/2022	06/27/2022

New Hospice Cap Dashboard

The screenshot shows the Medicare Cost Report e-Filing System (MCR eF) dashboard. The header includes the CMS logo, the system name, and navigation links for Home, Accessibility, User Manual, and Logout. The user is identified as 'Sample User' and the date is 'Wednesday, March 19, 2025'. The dashboard has a 'Home' and 'Bulk e-File' menu. The main content area is titled 'Home' and features a 'Filters' sidebar with a 'Quick Search' field, 'Cap Year' selection (From and To), and 'Self-Determined Status' options (Due (0), Past Due (2), Received (8)). The main table displays hospice cap data for 2024, with columns for Provider #, Provider Name, Cap Year, Self-Determined Status, and Date of Last Determination. A 'Cost Report Hospice Cap' button is visible above the table. The table shows three entries: University Hospice (Received 02/27/2025), City Center Hospice (Past Due 02/28/2025), and State Medical Hospice (Received 02/06/2025). A blue callout box contains a note about locating provider information.

Home | Bulk e-File | 03/15/2022

Home Accessibility User Manual Logout
User ID: Sample User
Wednesday, March 19, 2025

Home Bulk e-File | 03/15/2022

Home

Filters

Quick Search

Cap Year
From To

Self-Determined Status

Due (0)
 Past Due (2)
 Received (8)

Cost Report Hospice Cap Show 20 entries Export To Excel

Provider #	Provider Name	Cap Year	Self-Determined Status	Date of Last Determination
11-1511	University Hospice	2024	Received	02/27/2025
22-1622	City Center Hospice	2024	Past Due	02/28/2025
33-1711	State Medical Hospice	2024	Received	02/06/2025

***Note:** If you are unable to locate your Provider # or Cap Year:

- Confirm that the SO of your organization has properly registered the Provider # (CCN) in question within IDM and that you are registered to the organization with an IDM role which grants access to MCR eF.
- If so, and you still don't see what you're looking for, contact your MAC.

New Hospice Cap Dashboard

CMS Medicare Cost Report e-Filing System (MCR eF) Home Accessibility User Manual Logout
 User ID: Sample User
 Wednesday, March 19, 2025

Home Bulk e-File 03/15/2022

Home

Filters

Quick Search

Cap Year
 From To

Self-Determined Status

Due (0)

Past Due (2)

Received (8)

Demand Letter Sent (2)

Date of Last Determination
 From To

Cost Report Hospice Cap

Show 20 entries

Cap Year	Self-Determined Status	Date of Last Determination
2024	Received 02/27/2025	
2024	Past Due 02/28/2025	
2024	Received 02/06/2025	
2023	Past Due 02/29/2024	03/15/2024
2023	Received 02/12/2024	06/20/2024
2023	Received 02/28/2024	01/24/2025
2022	Received 02/17/2023	03/06/2023
2022	Received 02/15/2023	02/25/2023
2022	Demand Letter Sent 03/02/2022	03/02/2022
2021	Received 04/12/2022	03/15/2022
2021	Received 02/20/2022	02/16/2024
2021	Demand Letter Sent 03/12/2022	06/27/2022

Short description of the current state of the Self-Determination along with the date that the activity occurred or is expected to occur if it's in the future.

Statuses (and corresponding dates):

- Due (Due date)
- Past Due (Due date)
- Received (Date of receipt)
- Past Due Letter Sent (Date of letter)

22-1622 City Center Hospice 2022

33-1711 State Medical Hospice 2022

11-1511 University Hospice 2021

22-1622 City Center Hospice 2021

33-1711 State Medical Hospice 2021

New Hospice Cap Dashboard



Medicare Cost Report e-Filing System (MCR eF)

Home Accessibility User Manual Logout

User ID: Sample User

Wednesday, March 19, 2025

Home **Bulk e-File**
03/15/2022

Home

Filters

Quick Search

Cap Year
From To

Self-Determined Status

Due (0)

Past Due (2)

Received (8)

Demand Letter Sent (2)

Date of Last Determination
From To

Cost Report Hospice Cap
Show entries

Provider #	Provider Name	Status	Date of Last Determination
11-1511	University Hospice		
22-1622	City Center Hospice		
33-1711	State Medical Hospice		
11-1511	University Hospice	2023 Past Due 02/29/2024	03/15/2024
22-1622	City Center Hospice	2023 Received 02/12/2024	06/20/2024
33-1711	State Medical Hospice	2023 Received 02/28/2024	01/24/2025
11-1511	University Hospice	2022 Received 02/17/2023	03/06/2023
22-1622	City Center Hospice	2022 Received 02/15/2023	02/25/2023
33-1711	State Medical Hospice	2022 Demand Letter Sent 03/02/2022	03/02/2022
11-1511	University Hospice	2021 Received 04/12/2022	03/15/2022
22-1622	City Center Hospice	2021 Received 02/20/2022	02/16/2024
33-1711	State Medical Hospice	2021 Demand Letter Sent 03/12/2022	06/27/2022

Most recent date that a MAC Determination was issued for that Cap Year, whether Initial or Reopening

New Hospice Cap Dashboard



Medicare Cost Report e-Filing System (MCR eF)

Home Accessibility User Manual Logout

User ID: Sample User

Wednesday, March 19, 2025

Home
Bulk e-File

03/15/2022

Home

Filters

Quick Search

Cap Year
From To

Self-Determined Status

Due (0)

Past Due (2)

Received (8)

Demand Letter Sent (2)

Date of Last Determination
From To

Cost Report Hospice Cap

Show entries

Provider #	Provider Name	Cap Year	Self-Determined Status	Date of Last Determination
11-1511	University Hospice	2024	Received 02/27/2025	
22-1622	City Center Hospice	2024	Past Due 02/28/2025	
33-1711	State Medical Hospice	2024	Received 02/06/2025	
11-1511	University Hospice	2023	Past Due 02/29/2024	03/15/2024
22-1622	City Center Hospice	2023	Received 02/12/2024	06/20/2024
33-1711	State Medical Hospice	2023	Received 02/28/2024	01/24/2025
11-1511	University Hospice	2022	Received 02/17/2023	03/06/2023
22-1622	City Center Hospice	2022	Received 02/15/2023	02/25/2023
33-1711	State Medical Hospice	2022	Demand Letter Sent 03/02/2022	03/02/2022
11-1511	University Hospice	2021	Received 04/12/2022	03/15/2022
22-1622	City Center Hospice	2021	Received 02/20/2022	02/16/2024
33-1711	State Medical Hospice	2021	Demand Letter Sent 03/12/2022	06/27/2022

New Hospice Cap Dashboard



Medicare Cost Report e-Filing System (MCR eF)

Home Accessibility User Manual Logout

User ID: Sample User

Wednesday, March 19, 2025

Home
Bulk e-File

03/15/2022

Home

Filters

Quick Search

Cap Year
From To

Self-Determined Status

Due (0)

Past Due (2)

Received (8)

Demand Letter Sent (2)

Date of Last Determination
From To

Cost Report Hospice Cap

Show entries

Provider #	Provider Name	Cap Year	Self-Determined Status	Date of Last Determination
11-1511	University Hospice	2024	Received 02/27/2025	
22-1622	City Center Hospice	2024	Past Due 02/28/2025	
33-1711	State Medical Hospice	2024	Received 02/06/2025	
11-1511	University Hospice	2023	Past Due 02/29/2024	03/15/2024
22-1622	City Center Hospice	2023	Received 02/12/2024	06/20/2024
33-1711	State Medical Hospice	2023	Received 02/28/2024	01/24/2025
11-1511	University Hospice	2022	Received 02/17/2023	03/06/2023
22-1622	City Center Hospice	2022	Received 02/15/2023	02/25/2023
33-1711	State Medical Hospice	2022	Demand Letter Sent 03/02/2022	03/02/2022
11-1511	University Hospice	2021	Received 04/12/2022	03/15/2022
22-1622	City Center Hospice	2021	Received 02/20/2022	02/16/2024
33-1711	State Medical Hospice	2021	Demand Letter Sent 03/12/2022	06/27/2022

Hospice Cap View Details

View Details

[Back to Search Results](#)

22-1622 City Center Hospice

Cap Period 10/01/2023 - 09/30/2024

Jurisdiction 1 - Sample MAC

Hospice Cap

Self-Determined Hospice Cap

Due Date: 02/28/2025

Received Date:

Valid reportings must include paid claims through 12/31/2024.

Initial Hospice Cap

There is no Initial Hospice Cap Record for this year.

Reopening Hospice Cap

There is no Reopening Hospice Cap Record for this year.

[Back to Search Results](#)

Hospice Cap View Details

View Details

[Back to Search Results](#)

22-1622 City Center Hospice
Cap Period 10/01/2023 - 09/30/2024
Jurisdiction 1 - Sample MAC

Hospice Cap

Self-Determined Hospice Cap

Due Date: 02/28/2025

Received Date: 03/12/2025

Past Due Letter: 03/07/2025

Overpayment: \$211,900.00

Demand Letter

Date: 04/01/2025

Documentation: [View All](#)

Initial Hospice Cap

Beneficiary Count Method: Proportional
(Fully Pro-Rated)

Cap Determination Letter Sent to Provider:

Date: 05/15/2025

Documentation: [View All](#)

Reopening Hospice Cap

Reopening #: 1

Cap Determination Letter Sent to Provider:

Beneficiary Count Method: Proportional
(Fully Pro-Rated)

Date: 07/02/2026

Documentation: [View All](#)

Reopening #: 2

Cap Determination Letter Sent to Provider:

Beneficiary Count Method: Proportional
(Fully Pro-Rated)

Date: 08/15/2027

Documentation: Pending Upload

[Back to Search Results](#)

Hospice Cap View Details

View Details

[Back to Search Results](#)

22-1622 City Center Hospice
Cap Period 10/01/2023 - 09/30/2024
Jurisdiction 1 - Sample MAC

Hospice Cap

Self-Determined Hospice Cap

Due Date:	02/28/2025	Received Date:	03/12/2025	Past Due Letter:	03/07/2025
Overpayment:	\$211,900.00	Demand Letter			
		Date:	04/01/2025		
		Documentation:	View All		

Initial Hospice Cap

Beneficiary Count Method:	Proportional (Fully Pro-Rated)	Cap Determination Letter Sent to Provider:			
		Date:	05/15/2025		
		Documentation:	View All		

Reopening Hospice Cap

Reopening #:	1	Cap Determination Letter Sent to Provider:			
Beneficiary Count Method:	Proportional (Fully Pro-Rated)	Date:	07/02/2026		
		Documentation:	View All		

Reopening #:	2	Cap Determination Letter Sent to Provider:			
Beneficiary Count Method:	Proportional (Fully Pro-Rated)	Date:	08/15/2027		
		Documentation:	Pending Upload		

[Back to Search Results](#)

Hospice Cap Documentation Page

Documentation Details

[Back to View Details](#)

Reopening Hospice Cap - 07/02/2026

<u>File Name</u>
HOSPICE CAP DETERMINATION LETTER.PDF
SUPPORT.DOCX

[Back to View Details](#)

Next Steps

- Work for this feature is currently being completed, and will be tested by MACs and Providers next
- Goal is to have this available to everyone in MCRReF during Spring 2025
 - Documentation will not be immediately available; CMS will coordinate with MACs on timeline for documentation upload
- Long-term: Consider expanding MCRReF Hospice Cap support



MCRReF Individual E-File Walkthrough

MCRReF Access

- MCRReF Login: <https://mcref.cms.gov>
- Access requires an account from the CMS Identity Management (IDM) system, tied to the PS&R/STAR Application
 - Restricted to IDM PS&R Security Officials (SO) / PS&R Backup Security Officials (BSO) / MCRReF Approved Cost Report Filers
 - Existing PS&R SOs / BSOs already have access
 - Any organization without access must go into IDM, select “Role Request”, choose “PS&R/STAR” from the Application list, and request to set up a PS&R SO.
 - Just like Providers filing cost reports, Home Offices should be registered by SOs to file cost statements.

IDM Tips and Updates

- To use MCR eF, keep your IDM account in good-standing.
 - Includes password updates or signing into your account every 60 days to keep it active.
 - Timely replacement of SOs and setting up (or requesting to be) a Backup Security Official to simplify transitions.
 - If you are an SO, make sure to recertify your users annually to ensure they keep their access.
 - IDM credential issues are not a valid reason for late MCR filing.
- For help with any IDM/account issues, contact the PS&R/MCR eF IDM support desk:
 - If you need assistance identifying the SO of your organization, reach out to the support desk and have the organization's TIN (Tax Identification Number) handy
 - Note: In the coming weeks, the support desk e-mail, postal, and website addresses will be changing. For several weeks following the changeover, the current addresses will automatically redirect to the new addresses, after which the current addresses will no longer be usable. The phone number will not be changing.
- Updated Identity Proofing Process since August 2023
 - When requesting your first new role since August 2023, you may be required to undergo the updated process

MCR eF Login via IDM

CMS.gov | Identity Management

Sign In

User ID

Password

Agree to our [Terms & Conditions](#)

Sign In

OR

[CMS PIV Card Only](#)

PIV Users: To activate the PIV functionality, you must first sign in using your EUA ID and password during your initial login.

OR

[New User Registration](#)

[Forgot User ID](#)

[Forgot Password](#)

[Unlock Account](#)

MCR eF Walkthrough – Home Page



Home

Bulk e-File

Home

Filters

Quick Search

Fiscal Year End

From

To

CR Status

- FYE Not Elapsed (4)
- Pending Receipt (4)
- Processing (4)
- Reopening/Appeal (1)
- Complete (23)

Bulk e-Filing Issue(s)

- Warning (1)
- Error (5)

Clear Filters

Show entries

Export To Excel

Download PS&Rs (10)

Provider # ¹ ▲	Provider Name	FYE ¹ ▼	PS&R Download ¹ ⚙	Cost Report Status ¹ ▲	Action
11-1111	University Hospital	12/31/2025	↓ (03/19/2025)	FYE Not Elapsed	
22-1622	City Center Hospice	12/31/2025	↓ (03/15/2025)	FYE Not Elapsed	
33-3333	State Medical Center	12/31/2025	No Paid Claims in PS&R as of 03/19/2025	FYE Not Elapsed	
HB-4444	Company LLC	12/31/2025	Not Applicable	FYE Not Elapsed	
11-1111	University Hospital	12/31/2024	↓ (03/16/2025)	Pending Receipt	E-File CR
22-1622	City Center Hospice	12/31/2024	Not Yet Available in MCR eF	Pending Receipt	E-File CR
33-3333	State Medical Center	12/31/2024	↓ (03/18/2025)	Pending Receipt	E-File CR
HB-4444	Company LLC	12/31/2024	Not Applicable	Pending Receipt	E-File CR
11-1111	University Hospital	12/31/2023	↓ (03/18/2025)	Processing	E-File CR
22-1622	City Center Hospice	12/31/2023	↓ (03/15/2025)	Processing	E-File CR
33-3333	State Medical Center	12/31/2023	↓ (03/17/2025)	Processing	E-File CR
HB-4444	Company LLC	12/31/2023	Not Applicable	Complete	
11-1111	University Hospital	12/31/2022	↓ (02/02/2024)	Complete	
22-1622	City Center Hospice	12/31/2022	↓ (03/17/2025)	Processing	E-File CR
33-3333	State Medical Center	12/31/2022	↓ (02/10/2024)	Complete	
11-1111	University Hospital	12/31/2021	Only Available in PS&R	Reopening/Appeal	

MCR eF Walkthrough – Home Page



CMS
CENTERS FOR MEDICARE & MEDICAID SERVICES

Medicare Cost Report e-Filing System (MCR eF)

Home Accessibility User Manual Logout
User ID: Sample User
Wednesday, March 19, 2025

Home

Bulk e-File

Home

Filters

Quick Search

Fiscal Year End
From To

CR Status

FYE Not Elapsed (4)

Pending Receipt (4)

Processing (4)

Reopening/Appeal (1)

Show entries

[Export To Excel](#) [Download PS&Rs \(10\)](#)

Provider # ¹ [▲]	Provider Name	FYE ¹ ▼	PS&R Download ¹ ⚙	Cost Report Status ¹ [▲]	Action
11-1111	University Hospital	12/31/2025	↓ (03/19/2025)	FYE Not Elapsed	
22-1622	City Center Hospice	12/31/2025	↓ (03/15/2025)	FYE Not Elapsed	
33-3333	State Medical Center	12/31/2025	No Paid Claims in PS&R as of 03/19/2025	FYE Not Elapsed	
HB-4444	Company LLC	12/31/2025	Not Applicable	FYE Not Elapsed	

***Note:** If you are unable to locate your Provider # or Fiscal Year End in the table:

- Confirm that the SO of your organization has properly registered the Provider # (CCN or Home Office ID) in question within IDM and that you are registered to the organization with an IDM role which grants e-Filing privileges.
- If so, and you still don't see what you're looking for, contact your MAC.

11-1111	University Hospital	12/31/2022	↓ (02/02/2024)	Complete	
22-1622	City Center Hospice	12/31/2022	↓ (03/17/2025)	Processing	E-File CR
33-3333	State Medical Center	12/31/2022	↓ (02/10/2024)	Complete	
11-1111	University Hospital	12/31/2021	Only Available in PS&R	Reopening/Appeal	

MCR eF Walkthrough – Individual e-File

 **Medicare Cost Report e-Filing System (MCR eF)** Home Accessibility User Manual Logout
User ID: Sample User
Wednesday, March 19, 2025

Home **Bulk e-File**

[Back to Search Results](#)

e-File Cost Report Materials

 [Printer Friendly Version](#)

** Indicates Required Field*
+ Indicates a newly added or updated file

Provider [!] 11-1111 University Hospital **Fiscal Year End** [!] 12/31/2024

Medicare Utilization [!] Full

First Cost Report Submission [!] Yes
(No cost report submission has been previously recorded for this Provider and Fiscal Year End.)

Cost Report Materials [!]
Do **not** encrypt or password-protect uploaded files (including files within ZIP/archive files). This website is a secure portal for transmission of MCR materials (including PII/PHI).
Required Files: ECR, Print Image, Signed Certification Page



File Category ▲	File
There are currently no files within the Cost Report Materials Table. To add one or multiple files, please click on the "Add File(s)" button above.	

*** I acknowledge that this represents an official submission of my Medicare cost report to my servicing Medicare Administrative Contractor (MAC) and the Centers for Medicare and Medicaid Services (CMS), subject to all rules and regulations pertaining to Medicare cost report submissions (e.g. filing deadlines).**

Note: Once 'Submit' is clicked, this transaction cannot be stopped. Closing the browser window or navigating to another webpage will not cancel this e-filing.

[Back to Search Results](#)

MCR eF Walkthrough – Individual e-File

 Medicare Cost Report e-Filing System (MCR eF) Home Accessibility User Manual Logout
User ID: Sample User
Wednesday, March 19, 2025

[Home](#) [Bulk e-File](#)

[Back to Search Results](#)

e-File Cost Report Materials

 [Printer Friendly Version](#)

** Indicates Required Field*
+ Indicates a newly added or updated file

Provider ⓘ	11-1111 University Hospital	Fiscal Year End ⓘ	12/31/2024
Medicare Utilization ⓘ	Full ▼	First Cost Report Submission ⓘ	Yes (No cost report submission has been previously recorded for this Provider and Fiscal Year End.)

Cost Report Materials ⓘ

Do **not** encrypt or password-protect uploaded files (including files within ZIP/archive files). This website is a secure portal for transmission of MCR materials (including PII/PHI).
Required Files: [ECR](#), [Print Image](#), [Signed Certification Page](#)



File Category ▲	File
There are currently no files within the Cost Report Materials Table. To add one or multiple files, please click on the "Add File(s)" button above.	

*** I acknowledge that this represents an official submission of my Medicare cost report to my servicing Medicare Administrative Contractor (MAC) and the Centers for Medicare and Medicaid Services (CMS), subject to all rules and regulations pertaining to Medicare cost report submissions (e.g. filing deadlines).**

Note: Once 'Submit' is clicked, this transaction cannot be stopped. Closing the browser window or navigating to another webpage will not cancel this e-filing.

[Back to Search Results](#)

MCR eF Walkthrough – Individual e-File

The screenshot shows the Medicare Cost Report e-Filing System (MCR eF) interface. At the top, the CMS logo is on the left, and navigation links for Home, Accessibility, User Manual, and Logout are on the right. The user ID is 'Sample User' and the date is 'Wednesday, March 19, 2025'. The main navigation bar includes 'Home' and 'Bulk e-File'. The page title is 'e-File Cost Report Materials'. A 'Printer Friendly Version' link is visible in the top right. The main content area is partially obscured by a Windows File Explorer window. The File Explorer shows the path 'MCR eF Training > March 2025 > CR-Materials' and contains a table of files:

Name	Status	Date modified	Type	Size
Additional CR Material.png	✓	3/4/2025 12:57 PM	PNG File	
EC111111.24A1	✓	3/4/2025 12:57 PM	24A1 File	
ExpRevGrp.doc	✓	3/4/2025 12:57 PM	Microsoft Word 9...	
FinancialStatements.xlsx	✓	3/4/2025 12:58 PM	Microsoft Excel W...	
MedicareBD2024.xlsx	✓	3/4/2025 12:58 PM	Microsoft Excel W...	
PI111111.24A1.pdf	✓	3/4/2025 12:58 PM	Adobe Acrobat D...	
PSRCrosswalk.doc	✓	3/4/2025 12:58 PM	Microsoft Word 9...	
SC111111.24A1.pdf	✓	3/4/2025 12:59 PM	Adobe Acrobat D...	
WorkingTrialBalance.xlsx	✓	3/4/2025 12:59 PM	Microsoft Excel W...	

The File Explorer window also shows a search bar and a 'File name' field at the bottom. The background interface includes a 'Provider' field, a 'Medicare Utilization' section, and a 'Cost Report Materials' section with an 'Add File' button. A note at the bottom states: 'Note: Once 'Submit' is clicked, you cannot cancel this e-filing.'

MCR eF Walkthrough – Individual e-File

Provider 11-1111 University Hospital **Fiscal Year End** 12/31/2024

Medicare Utilization Full **First Cost Report Submission** Yes
 (No cost report submission has been previously recorded for this Provider and Fiscal Year End.)

Cost Report Materials
 Do **not** encrypt or password-protect uploaded files (including files within ZIP/archive files). This website is a secure portal for transmission of MCR materials (including PII/PHI).
 Required Files: [ECR](#), [Print Image](#), [Signed Certification Page](#)

File Category	File	
Acceptability Documents		
ECR	EC111111.24A1 (68 KB)	<input type="button" value="Remove"/>
Print Image	PI111111.24A1.pdf (618 KB)	<input type="button" value="Remove"/>
Signed Certification Page	SC111111.24A1.pdf (618 KB)	<input type="button" value="Remove"/>
Medicare Bad Debt Listing	MedicareBD2024.xlsx (129 KB)	<input type="button" value="Remove"/>
Supporting Documents		
Expense/Revenue Groupings	ExpRevGrp.doc (637 KB)	<input type="button" value="Remove"/>
PS&R Crosswalk	PSRCrosswalk.doc (635 KB)	<input type="button" value="Remove"/>
Other Documents		
Other	Additional CR Material.png (27 KB)	<input type="button" value="Remove"/>
Other	FinancialStatements.xlsx (85 KB)	<input type="button" value="Remove"/>
Other	WorkingTrialBalance.xlsx (85 KB)	<input type="button" value="Remove"/>

*** I acknowledge that this represents an official submission of my Medicare cost report to my servicing Medicare Administrative Contractor (MAC) and the Centers for Medicare and Medicaid Services (CMS), subject to all rules and regulations pertaining to Medicare cost report submissions (e.g. filing deadlines).**

Note: Once 'Submit' is clicked, this transaction cannot be stopped. Closing the browser window or navigating to another webpage will not cancel this e-filing.

[Back to Search Results](#)

Support for Electronic Medicare Cost Report Exhibits

- CMS has completed their initiative to create standardized, electronic versions of the **Medicare Bad Debt Listing**, **Medicaid Eligible Days**, **Charity Care Charges**, and **Total Bad Debt** exhibits, they are now fully available for use, and MCR eF is setup to receive and process them
 - The aim of this initiative is to accelerate cost report settlement
 - Adoption of these electronic versions is optional
- The specifications for how to create the electronic exhibits and pre-made templates have been posted online (see URL on next slide)
- If you use a vendor, consultant, or internal IT system for creating your exhibit listings, ask them about accelerating your cost report acceptance via the new electronic exhibits

Website for Accessing Templates and Specifications

<https://www.cms.gov/medicare/audits-compliance/part-a-cost-report/electronic-cost-report-exhibit-templates>

Summary at the top of the page...

... downloads available at the bottom of the page

CMS.gov Centers for Medicare & Medicaid Services

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Medicare Medicaid/CHIP Marketplace & Private Insurance Priorities Training & Education

Home Medicare Audits & Compliance Part A cost report audit Electronic Cost Report Exhibit Templates

Part A cost report audit

- 21st Century Cures Act Mid-Build Audits
- Electronic Cost Report Exhibit Templates**
- Medicare Cost Report Electronic Filing (MCR eF)
- Health Information Technology for Economic and Clinical Health (HITECH) Audits
- Provider Statistical & Reimbursement Report (PS&R)
- End-Stage Renal Disease (ESRD) Special Audits
- Intern and Resident

Electronic Cost Report Exhibit Templates

In support of efforts to streamline the Medicare Cost Report (MCR) process for participating providers, CMS is supplying optional electronic versions for key MCR exhibits. Utilizing these optional electronic versions will aid MACs in reviewing supporting data from providers, and reduce the need for rejections, amendments, and follow-up communication about MCR submissions. When used in combination with the [Medicare Cost Report e-Filing system \(MCR eF\)](#), providers will also receive additional pre-emptive feedback about potential issues with the information in their exhibits.

The MCR instructions include the definitions of and requirements for exhibits supporting various reimbursements being claimed in the cost report. These exhibit instructions include a visual layout of the requested information, as well as definitions of the expected fields and rules that the recorded information is required to follow.

In support of these exhibits, CMS provides optional electronic specifications for creating digital versions of the exhibits that enable enhanced troubleshooting and accelerated cost report processing if filing through MCR eF. These specifications contain file naming conventions that will enable MCR eF to automatically identify what kind of file is being submitted, as well structure and label information to construct a spreadsheet file (.xlsx or .xlsm format) that fulfills all of the requirements of the exhibits in the MCR instructions.

By submitting files in accordance with the specifications, MCR eF is able to check the files for adherence to the cost reporting instructions and give providers feedback about potential problems with their documentation. The utilization of this standardized electronic format also enables accelerated cost report acceptance and tentative settlement.

Downloads

- [RHC, CMHC, FQHC, ESRD, SNF Exhibit 1 Medicare Bad Debt Specification \(PDF\)](#)
- [MedicareBD RHC, CMHC, FQHC, ESRD, SNF Exhibit 1 Template \(XLSX\)](#)
- [1728-20 \(HHA\) Exhibit 1 Medicare Bad Debt Specification \(PDF\)](#)
- [MedicareBD 1728-20 \(HHA\) Exhibit 1 Template \(XLSX\)](#)
- [2552-10 \(Hospital\) Exhibit 2A Medicare Bad Debt Specification \(DOCX\)](#)
- [2552-10 \(Hospital\) Exhibit 3B Charity Care Charges Specification \(DOCX\)](#)
- [Charity 2552-10 \(Hospital\) Exhibit 3B Template \(XLSX\)](#)
- [MedicareBD 2552-10 \(Hospital\) Exhibit 2A Template \(XLSX\)](#)
- [2552-10 \(Hospital\) Exhibit 3C Total Bad Debt Specification \(DOCX\)](#)
- [TotalBD 2552-10 \(Hospital\) Exhibit 3C Template \(XLSX\)](#)
- [2552-10 \(Hospital\) Exhibit 3A Medicaid Eligible Days Specification \(DOCX\)](#)
- [MedicaidEligDays 2552-10 \(Hospital\) Exhibit 3A Template \(XLSX\)](#)

Support for Electronic Medicare Cost Report Exhibits

- Benefits of following electronic specifications:
 - Upfront, live notice of potential issues with your exhibits if filing through MCR eF (which, if addressed, minimizes back-and-forth with your MAC)
 - Accelerated cost report acceptance and tentative settlement
 - With potential for instant acceptance if filing through MCR eF

MCR eF Walkthrough – Individual e-File

Provider 11-1111 University Hospital **Fiscal Year End** 12/31/2024

Medicare Utilization Full **First Cost Report Submission** Yes
(No cost report submission has been previously recorded for this Provider and Fiscal Year End.)

Cost Report Materials
Do **not** encrypt or password-protect uploaded files (including files within ZIP/archive files). This website is a secure portal for transmission of MCR materials (including PII/PHI).
Required Files: ECR, Print Image, Signed Certification Page

[Add File\(s\)](#)

File Category	File	
Acceptability Documents		
ECR	EC111111.24A1 (68 KB)	Remove
Print Image	PI111111.24A1.pdf (618 KB)	Remove
Signed Certification Page	SC111111.24A1.pdf (618 KB)	Remove
Medicare Bad Debt Listing	MedicareBD2024.xlsx (129 KB)	Remove
Supporting Documents		
Expense/Revenue Groupings	ExpRevGrp.doc (637 KB)	Remove
PS&R Crosswalk	PSRCrosswalk.doc (635 KB)	Remove
Other Documents		
Other	Additional CR Material.png (27 KB)	Remove
Other	FinancialStatements.xlsx (85 KB)	Remove
Other	WorkingTrialBalance.xlsx (85 KB)	Remove

* I acknowledge that this represents an official submission of my Medicare cost report to my servicing Medicare Administrative Contractor (MAC) and the Centers for Medicare and Medicaid Services (CMS), subject to all rules and regulations pertaining to Medicare cost report submissions (e.g. filing deadlines).

[Reset](#) [Submit](#)

Note: Once 'Submit' is clicked, this transaction cannot be stopped. Closing the browser window or navigating to another webpage will not cancel this e-filing.

[Back to Search Results](#)

MCR eF Walkthrough – Individual e-File

Provider 11-1111 University Hospital **Fiscal Year End** 12/31/2024

Medicare Utilization Full **First Cost Report Submission** Yes
(No cost report submission has been previously recorded for this Provider and Fiscal Year End.)

Cost Report Materials
Do **not** encrypt or password-protect uploaded files (including files within ZIP/archive files). This website is a secure portal for transmission of MCR materials (including PII/PHI).
Required Files: ECR, Medicare Bad Debt Listing

Medicare Cost Report e-Filing System (MCR eF) Warnings

Warning F5: Total Column 24 doesn't match listing contents
Additional Information:
• File: MedicareBD2024.xlsx
◦ Worksheet "BD"

Warning F26: Incomplete Non-Recovery Record on Medicare Bad Debt Listing
Additional Information:
Worksheet row(s):
• File: MedicareBD2024.xlsx
◦ Worksheet "BD": 16, 17, 18

Warning F113: Either deductible or coinsurance required for a write off
Additional Information:
Worksheet row(s):
• File: MedicareBD2024.xlsx
◦ Worksheet "BD": 16, 17, 18

* I acknowledge that I am a Medicare Administrative Contractor (MAC) and the Centers for Medicare and Medicaid Services (CMS), subject to all rules and regulations pertaining to Medicare cost report submissions (e.g. filing deadlines).

Reset Submit

Note: Once 'Submit' is clicked, this transaction cannot be stopped. Closing the browser window or navigating to another webpage will not cancel this e-filing.

[Back to Search Results](#)

MCR eF Walkthrough – Individual e-File

Provider ¹ 11-1111 University Hospital Fiscal Year End ¹ 12/31/2024

Medicare Utilization ¹ Full

First Cost Report Submission ¹ Yes
(No cost report submission has been previously recorded for this Provider and Fiscal Year End.)

Cost Report Materials ¹
Do **not** encrypt or password-protect uploaded files (including files within ZIP/archive files). This website is a secure portal for transmission of MCR materials (including PII/PHI).
Required Files: ECR, f

[Add File\(s\)](#)

Acceptability D
ECR

Medicare Cost Report e-Filing System (MCR eF) Warnings

Warning F5: Total Column 24 doesn't match listing contents
Additional Information:
• File: MedicareBD2024.xlsx
◦ Worksheet "BD"

Warning F26: Incomplete Non-Recovery Record on Medicare Bad Debt Listing

* I acknowledge that I am a Medicare Administrative Contractor (MAC) and the Centers for Medicare and Medicaid Services (CMS), subject to all rules and regulations pertaining to Medicare cost report submissions (e.g. filing deadlines).

Reset Submit

Note: Once 'Submit' is clicked, this transaction cannot be stopped. Closing the browser window or navigating to another webpage will not cancel this e-filing.

[Back to Search Results](#)

***Note:** For submissions with particularly large exhibits (e.g. 30+ MB across these 4 exhibits), you may receive an error if the transaction times out before it is complete. In these cases, you can use the Bulk e-File option to submit a single cost report submission with large exhibits successfully.

MCREf User Manual Excerpt

Listing of all messages, additional explanation of their meanings, and suggestions for solutions available in the MCREf User Manual:

Appendix C. Cost Report Material Validations

The following exhibit details specific warning messages the system can provide when performing automated processing of cost report materials that have been uploaded (beyond the high-level ones included in Section 6.7.2). The optional specifications referred to throughout this section can be found on the CMS.gov website ([link](#)) alongside pre-formatted, empty templates ready for data entry. Receiving any of the messages below does not result in your cost report submission being unreceivable, but indicates potential problems with your file(s) that may cause issues for your MAC when processing your cost report.

Exhibit 99 Medicare Bad Debt Listing Warning Messages

Message	Meaning	Solution
Warning F11: Missing expected field label on Medicare Bad Debt Listing Label(s) not found: [list of labels]	The listed headers or column labels were not found within the file. This may result in additional warnings if the absent or mis-labeled columns are relied on by other validations.	When confirming that your file conforms to the optional Medicare Bad Debt Listing specification, specifically look for the locations of the headers and column labels, and make sure your listing is in alignment. Additionally, when reading across the row of column headers, the system will stop processing if it reaches a blank column, which will cause any additional columns after the blank to be not found. If you have gaps in the columns of your listing, remove them.
Warning F12: Unexpected label(s) found on Medicare Bad Debt Listing Label(s) found: [list of labels]	The system found additional headers or column labels beyond the expected ones. Barring other issues, your listing can still be processed normally.	Unless you also receive a warning about missing expected fields, then this warning means you have provided additional data that is not part of the specification for the listing and no further remedy is required. However, if you <i>do</i> receive a warning about missing expected fields, confirm that you've named all of your fields correctly in alignment with the optional specification. (Changing expected label 'X' to unexpected label 'Y' will cause the system to generate both warnings.)
Warning F13: Field label found in unexpected location on Medicare Bad Debt Listing	The system found headers or column labels that it was expecting to find, but in an unexpected arrangement.	Unless you also receive a warning about missing expected fields, then this warning means you have provided all of the necessary information for your Medicare Bad Debt Listing, but in an order that does not



MCreF Bulk E-File Walkthrough

MCR eF Walkthrough – Bulk e-File – Bulk Upload



Medicare Cost Report e-Filing System (MCR eF)

Home Accessibility User Manual Logout
 User ID: Sample User
 Wednesday, March 19, 2025

Home

Bulk e-File

Home

Show entries
Export To Excel
Download PS&Rs (10)

Provider # ¹ ▲	Provider Name	FYE ¹ ▼	PS&R Download ¹ ⚙	Cost Report Status ¹ ▲	Action
11-1111	University Hospital	12/31/2025	↓ (03/19/2025)	FYE Not Elapsed	
22-1622	City Center Hospice	12/31/2025	↓ (03/15/2025)	FYE Not Elapsed	
33-3333	State Medical Center	12/31/2025	No Paid Claims in PS&R as of 03/19/2025	FYE Not Elapsed	
HB-4444	Company LLC	12/31/2025	Not Applicable	FYE Not Elapsed	
11-1111	University Hospital	12/31/2024	↓ (03/16/2025)	Pending Receipt	E-File CR
22-1622	City Center Hospice	12/31/2024	Not Yet Available in MCR eF	Pending Receipt ✖	E-File CR
33-3333	State Medical Center	12/31/2024	↓ (03/18/2025)	Pending Receipt	E-File CR
HB-4444	Company LLC	12/31/2024	Not Applicable	Pending Receipt	E-File CR
11-1111	University Hospital	12/31/2023	↓ (03/18/2025)	Processing	E-File CR
22-1622	City Center Hospice	12/31/2023	↓ (03/15/2025)	Processing ✖	E-File CR
33-3333	State Medical Center	12/31/2023	↓ (03/17/2025)	Processing	E-File CR
HB-4444	Company LLC	12/31/2023	Not Applicable	Complete	
11-1111	University Hospital	12/31/2022	↓ (02/02/2024)	Complete	
22-1622	City Center Hospice	12/31/2022	↓ (03/17/2025)	Processing	E-File CR
33-3333	State Medical Center	12/31/2022	↓ (02/10/2024)	Complete	
11-1111	University Hospital	12/31/2021	Only Available in PS&R	Reopening/Appeal	

Filters

Quick Search

Fiscal Year End
 From To

CR Status

FYE Not Elapsed (4)

Pending Receipt (4)

Processing (4)

Reopening/Appeal (1)

Complete (23)

Bulk e-Filing Issue(s) ¹

⚠ Warning (1)

✖ Error (5)

MCR eF Walkthrough – Bulk e-File – Bulk Upload



Medicare Cost Report e-Filing System (MCR eF)

Home Accessibility User Manual Logout
User ID: Sample User
Wednesday, March 19, 2025

Home **Bulk e-File**

Bulk Upload | e-File History

Bulk e-File Cost Report Materials

* Indicates Required Field

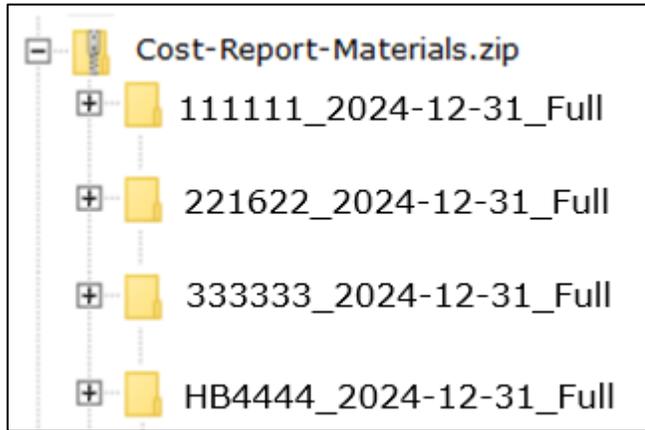
*** Cost Report Materials**
Upload in a structured Zip file per guidance (see Section 4.1.1 of the User Manual). Do **not** encrypt or password-protect the uploaded file (including files within). This website is a secure portal for transmission of MCR materials (including PII/PHI).

No file chosen

* I acknowledge that this represents an official submission of my Medicare cost report to my servicing Medicare Administrative Contractor (MAC) and the Centers for Medicare and Medicaid Services (CMS), subject to all rules and regulations pertaining to Medicare cost report submissions (e.g. filing deadlines).

Note: Once 'Submit' is clicked, this transaction cannot be stopped. Closing the browser window or navigating to another webpage will not cancel this e-filing. All issues and statuses of the resulting upload will be found on the e-File History page once your upload is complete.

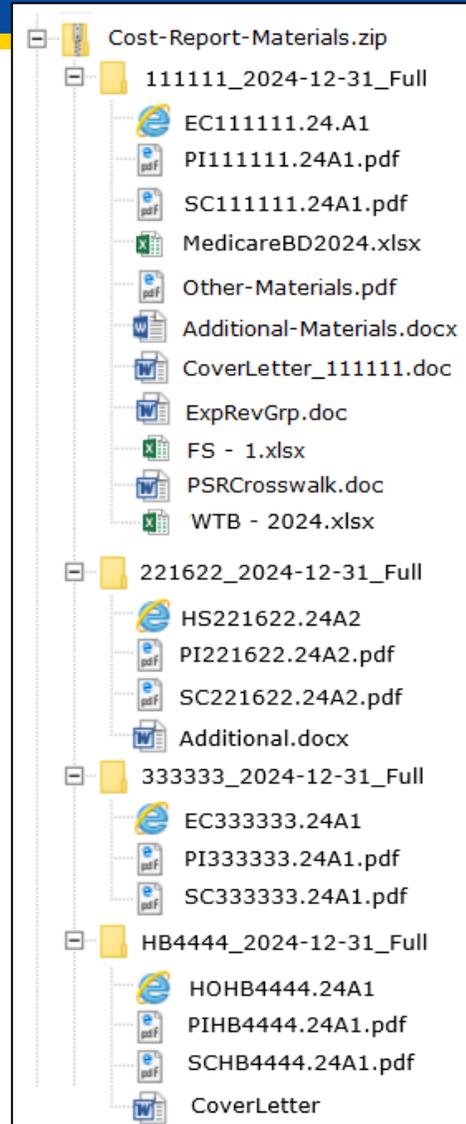
MCR eF Walkthrough – Bulk e-File – Bulk File Format



File	Example File Name	Guidance
Main uploaded ZIP file	Cost-Report-Materials.ZIP	<p>The single ZIP file containing a folder for each MCR submission. There is no restriction on how the uploaded ZIP file is named.</p> <p>Format: A single ZIP file</p> <p>File limit: 3 GB</p>
Folder per submission	111111_2023-12-31_Full	<p>A well-named folder containing the cost report materials for a specific Provider/FYE.</p> <div data-bbox="1574 768 2237 939" data-label="Diagram"> </div> <ul style="list-style-type: none"> • Provider # – 6-character CMS Certification Number (without a dash, ‘111111’ not ‘11-1111’) • FYE – Fiscal Year End of the cost report being submitted, with the 4-digit year, followed by the month, and then day, separated by hyphens (yyyy-mm-dd) • Medicare Utilization – “Full”, “Low”, “No”, or “Vaccine”. If this is not included, the system will assume the submission is a Full Medicare Utilization submission. • The Provider #, FYE, and Medicare Utilization should each be separated by a single underscore (_)

Details excerpted from Section 4.1.1 of the MCR eF User Manual

MCREf Walkthrough – Bulk e-File – Bulk File Format



Naming convention detailed in Appendix B
of the MCREf User Manual

MCR eF Walkthrough – Bulk e-File – Bulk Upload



Medicare Cost Report e-Filing System (MCR eF)

Home Accessibility User Manual Logout
User ID: Sample User
Wednesday, March 19, 2025

Home **Bulk e-File**

Bulk Upload | e-File History

Bulk e-File Cost Report Materials

* Indicates Required Field

*** Cost Report Materials**
Upload in a structured Zip file per guidance (see Section 4.1.1 of the User Manual). Do ***not*** encrypt or password-protect the uploaded file (including files within). This website is a secure portal for transmission of MCR materials (including PII/PHI).

Cost-Report-Materials.zip

* I acknowledge that this represents an official submission of my Medicare cost report to my servicing Medicare Administrative Contractor (MAC) and the Centers for Medicare and Medicaid Services (CMS), subject to all rules and regulations pertaining to Medicare cost report submissions (e.g. filing deadlines).

Note: Once 'Submit' is clicked, this transaction cannot be stopped. Closing the browser window or navigating to another webpage will not cancel this e-filing. All issues and statuses of the resulting upload will be found on the e-File History page once your upload is complete.

MCR eF Walkthrough – Bulk e-File – Bulk Upload



Medicare Cost Report e-Filing System (MCR eF)

Home Accessibility User Manual Logout
User ID: Sample User
Wednesday, March 19, 2025

Home Bulk e-File

Bulk Upload e-File History

Success Message
Success S0003: Files have been uploaded and processing has begun. To see the status of the uploaded files, navigate to the e-File History page.

Bulk e-File Cost Report Materials

* Indicates Required Field

*** Cost Report Materials**
Upload in a structured Zip file per guidance (see Section 4.1.1 of the User Manual). Do **not** encrypt or password-protect the uploaded file (including files within). This website is a secure portal for transmission of MCR materials (including PII/PHI).

Choose File No file chosen

* I acknowledge that this represents an official submission of my Medicare cost report to my servicing Medicare Administrative Contractor (MAC) and the Centers for Medicare and Medicaid Services (CMS), subject to all rules and regulations pertaining to Medicare cost report submissions (e.g. filing deadlines).

Submit

Note: Once 'Submit' is clicked, this transaction cannot be stopped. Closing the browser window or navigating to another webpage will not cancel this e-filing. All issues and statuses of the resulting upload will be found on the e-File History page once your upload is complete.

MCR eF Walkthrough – Bulk e-File – e-File History



Medicare Cost Report e-Filing System (MCR eF)

[Home](#)
[Accessibility](#)
[User Manual](#)
[Logout](#)
 User ID: Sample User
 Wednesday, March 19, 2025

Home
Bulk e-File

Bulk Upload
e-File History

e-File History

Include

Most Recent per Provider/FYE

All History

Filters

Upload ID

Upload File Name

Upload Date
From To

Uploaded By

Provider #

Fiscal Year End
From To

Load Status

Pending (1)

Processing (0)

Warning (4)

Expired Warning (1)

Success (15)

Error (50)

[Address All Warnings](#)

Show entries

Upload ID	Upload File Name	e-Filing ID	Submission Folder Name	Upload Date and Time	Uploaded By	Provider #	FYE	Load Status	Warnings / Errors
448	Cost-Report-Materials.zip			03/19/2025 9:39 AM ET	USER, SAMPLE			Pending	
447	CostReports.zip	3193308	111111_2024-12-31_FULL	02/08/2025 3:56 PM ET	USER, SAMPLE	11-1111	12/31/2024	Success	
447	CostReports.zip	3193304	221622_2024-12-31_FULL	02/08/2025 3:56 PM ET	USER, SAMPLE	22-1622	12/31/2024	Success	
447	CostReports.zip	3193306	333333_2024-12-31_FULL	02/08/2025 3:56 PM ET	USER, SAMPLE	33-3333	12/31/2024	Success	
447	CostReports.zip	3193238		02/08/2025 3:56 PM ET	USER, SAMPLE			Error	B445: Files not in folder
446	CR-Materials-3-ESE.zip	3192622	HB4444_2024-12-31_FULL	02/07/2025 4:02 PM ET	USER, SAMPLE	HB-4444	12/31/2024	Warning	R1006: ECR - More recent CR transmittal available.
		3192577	Individual e-Filing Page	02/07/2025 11:57 AM ET	USER, SAMPLE	55-5555	12/31/2024	Success	
445	CR-Materials.zip	3191441	123456_2024-12-31_FULL	02/07/2025 4:02 PM ET	USER, SAMPLE	12-3456	12/31/2024	Success	

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MCR eF Walkthrough – Bulk e-File – Status Details



Medicare Cost Report e-Filing System (MCR eF)
CENTERS FOR MEDICARE & MEDICAID SERVICES

[Home](#) [Accessibility](#) [User Manual](#) [Logout](#)
 User ID: Sample User
 Wednesday, March 19, 2025

Home
Bulk e-File

Bulk Upload
e-File History

Status Details

[Back to e-File History](#)

Upload ID:	447	Provider #:	111111
Upload File Name:	CostReports.zip	Fiscal Year End:	12/31/2024
e-Filing ID:	3193308	Load Status:	Success
Submission Folder Name:	111111_2024-12-31_Full I	Medicare Utilization:	Full
Upload Date and Time:	02/08/2025 3:56 PM ET	First Cost Report:	Yes
e-Postmark Date:	02/08/2025 3:56 PM ET		

File	File Name
ECR	EC111111.24A1
Print Image	PI111111.24A1.PDF
Signed Certification Page	SC111111.24A1.PDF
Medicare Bad Debt Listing	MEDICAREBD2024.XLSX
Cover Letter	COVERLETTER.24A1.PDF
Expense/Revenue Groupings	EXPREVGRP111111.24A1.PDF
Financial Statements or Justification	FS - 1.XLSX
PS&R Crosswalk	PSRCROSSWALK.DOC
Working Trial Balance	WTB - 2024.XLSX
Other	ADDITIONAL-MATERIALS.DOCX
Other	OTHER-MATERIALS.PDF

Messages

[Success Messages](#)

Success S0001: The cost report submission has been received and accepted by the system, subject to MAC review. The MAC may request further information or clarification to validate the cost report submission. Refer to the dashboard periodically for the updated status of the cost report.

[Back to e-File History](#)



Updates and General Reminders

E-Filing Updates

- With the introduction of the 287-22 Cost Statement, Home Office e-filings for FYBs on or after 10/01/2022 have an electronic format which supports e-signature and can be fully e-filed in MCR eF (no need to mail in anything if e-filed and e-signed)
 - The 'HO' electronic cost statement file would be placed in the ECR file slot, just like a cost report ECR file
- Size limit increases as a result of user feedback:
 - The IRIS file size limit increased to 50MB
 - The general size limit increased for single cost report submissions to 1GB and for bulk submissions to 3GB

MCRReF General Reminders

- You will receive errors if your submission contains fundamental problems that prevent the system from processing it
 - Providers will not receive an extension for system issues preventing e-Filing
 - These must be resolved for the submission to be received by the MAC
- You will be warned if:
 - MCR submission is late
 - You try to upload an MCR generated with outdated software
 - There are any potentially missing documents in CR materials
 - There are any potential issues with the electronic exhibits
- Timely receipt of the cost report will be measured based on 11:59 PM ET for the provider's cost report due date
- Files uploaded are ***not*** to be encrypted or password protected. MCRReF is a secure portal for transmission of MCR materials (including PII/PHI)
- Duplicate submissions will be rejected by the MAC; only the first MCR received by the MAC will be processed.



Electronic Signatures

Electronic Signature

- 2018 IPPS final rule issued in August 2017, authorizes providers to file with an electronic signature effective for FYEs on/after 12/31/2017.
 - Note: IPPS final rule does not change the authorized signatories (CFR §413.24(f)(4)(iv)(C))
- CMS has released MCR transmittals which support e-signature for every MCR form (including Home Offices)
 - An approved form of e-signature (per the 2018 IPPS final rule) is required for signing and subsequently uploading the “Signed Certification Page” in MCR eF

Electronic Signature

- The next few slides provide examples of valid and invalid uses of e-signature
- These examples are not the exhaustive list of all possible valid and invalid uses of e-signature
- Refer to the 2018 IPPS final rule for e-signature guidance

Valid use of e-signature

E-signature checkbox checked and typed First and Last Name

07-23		FORM CMS-2552-10		4090 (Cont.)	
This report is required by law (42 USC 1395g; 42 CFR 413.20(b)). Failure to report can result in all interim payments made since the beginning of the cost reporting period being deemed overpayments (42 USC 1395g).				FORM APPROVED OMB NO. 0938-0050 EXPIRES 09-30-2025	
HOSPITAL AND HOSPITAL HEALTH CARE COMPLEX COST REPORT CERTIFICATION AND SETTLEMENT SUMMARY			PROVIDER CCN: _____	PERIOD FROM _____ TO _____	WORKSHEET S PARTS I, II & III
PART I - COST REPORT STATUS					
Provider use only		1. <input type="checkbox"/> Electronically prepared cost report Date: _____ Time: _____ 2. <input type="checkbox"/> Manually prepared cost report 3. <input type="checkbox"/> If this is an amended report enter the number of times the provider resubmitted this cost report 4. <input type="checkbox"/> Medicare Utilization. Enter "F" for full, "L" for low, or "N" for no.			
Contractor use only		5. <input type="checkbox"/> Cost Report Status (1) As Submitted (2) Settled without audit (3) Settled with audit (4) Reopened (5) Amended		6. Date Received: _____ 7. Contractor No.: _____ 8. <input type="checkbox"/> Initial Report for this Provider CCN 9. <input type="checkbox"/> Final Report for this Provider CCN 10. NPR Date: _____ 11. Contractor's Vendor Code: _____ 12. <input type="checkbox"/> If line 5, column 1, is 4: Enter number of times reopened = 0-9.	
PART II - CERTIFICATION BY A CHIEF FINANCIAL OFFICER OR ADMINISTRATOR OF PROVIDER(S)					
MISREPRESENTATION OR FALSIFICATION OF ANY INFORMATION CONTAINED IN THIS COST REPORT MAY BE PUNISHABLE BY CRIMINAL, CIVIL AND ADMINISTRATIVE ACTION, FINE AND/OR IMPRISONMENT UNDER FEDERAL LAW. FURTHERMORE, IF SERVICES IDENTIFIED IN THIS REPORT WERE PROVIDED OR PROCURED THROUGH THE PAYMENT DIRECTLY OR INDIRECTLY OF A KICKBACK OR WERE OTHERWISE ILLEGAL, CRIMINAL, CIVIL AND ADMINISTRATIVE ACTION, FINES AND/OR IMPRISONMENT MAY RESULT.					
CERTIFICATION BY CHIEF FINANCIAL OFFICER OR ADMINISTRATOR OF PROVIDER(S)					
I HEREBY CERTIFY that I have read the above certification statement and that I have examined the accompanying electronically filed or manually submitted cost report and submitted cost report and the Balance Sheet and Statement of Revenue and Expenses prepared by _____ {Provider Name(s) and Number(s)} for the cost reporting period beginning _____ and ending _____ and to the best of my knowledge and belief, this report and statement are true, correct, complete and prepared from the books and records of the provider in accordance with applicable instructions, except as noted. I further certify that I am familiar with the laws and regulations regarding the provision of health care services, and that the services identified in this cost report were provided in compliance with such laws and regulations.					
	SIGNATURE OF CHIEF FINANCIAL OFFICER OR ADMINISTRATOR	CHECKBOX	ELECTRONIC SIGNATURE STATEMENT		
1	Andrew Smith Michaelson III	<input checked="" type="checkbox"/>	I have read and agree with the above certification statement. I certify that I intend my electronic signature on this certification to be the legally binding equivalent of my original signature.		1
2	Signatory Printed Name:				2
3	Signatory Title:				3
4	Signature date:				4

Valid use of e-signature

Printed, e-signature checkbox Checked and Signed, Scanned

07-23		FORM CMS-2552-10		4090 (Cont.)	
This report is required by law (42 USC 1395g; 42 CFR 413.20(b)). Failure to report can result in all interim payments made since the beginning of the cost reporting period being deemed overpayments (42 USC 1395g).				FORM APPROVED OMB NO. 0938-0050 EXPIRES 09-30-2025	
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PART I - COST REPORT STATUS					
Provider use only					
1. <input type="checkbox"/> Electronically prepared cost report Date: _____ Time: _____					
2. <input type="checkbox"/> Manually prepared cost report					
3. <input type="checkbox"/> If this is an amended report enter the number of times the provider resubmitted this cost report					
4. <input type="checkbox"/> Medicare Utilization. Enter "F" for full, "L" for low, or "N" for no.					
Contractor use only					
5. <input type="checkbox"/> Cost Report Status (1) As Submitted (2) Settled without audit (3) Settled with audit (4) Reopened (5) Amended		6. Date Received: _____ 7. Contractor No.: _____ 8. <input type="checkbox"/> Initial Report for this Provider CCN 9. <input type="checkbox"/> Final Report for this Provider CCN		10. NPR Date: _____ 11. Contractor's Vendor Code: _____ 12. <input type="checkbox"/> If line 5, column 1, is 4: Enter number of times reopened = 0-9.	
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	SIGNATURE OF CHIEF FINANCIAL OFFICER OR ADMINISTRATOR	CHECKBOX	ELECTRONIC SIGNATURE STATEMENT		
	1	2			
1		<input checked="" type="checkbox"/>	I have read and agree with the above certification statement. I certify that I intend my electronic signature on this certification be the legally binding equivalent of my original signature.		1
2	Signatory Printed Name: Andrew Smith Michaelson III				2
3	Signatory Title: CFO				3
4	Signature date: 4/1/2022				4

Invalid use of e-signature

E-signature checkbox not checked

07-23	FORM CMS-2552-10	4090 (Cont.)	
<small>This report is required by law (42 USC 1395g; 42 CFR 413.20(b)). Failure to report can result in all interim payments made since the beginning of the cost reporting period being deemed overpayments (42 USC 1395g).</small>		<small>FORM APPROVED OMB NO. 0938-0050 EXPIRES 09-30-2025</small>	
HOSPITAL AND HOSPITAL HEALTH CARE COMPLEX COST REPORT CERTIFICATION AND SETTLEMENT SUMMARY		PROVIDER CCN: _____ PERIOD FROM _____ TO _____ WORKSHEET S PARTS I, II & III	
PART I - COST REPORT STATUS			
<small>Provider use only</small>	1. <input type="checkbox"/> Electronically prepared cost report Date: _____ Time: _____ 2. <input type="checkbox"/> Manually prepared cost report 3. <input type="checkbox"/> If this is an amended report enter the number of times the provider resubmitted this cost report 4. <input type="checkbox"/> Medicare Utilization. Enter "F" for full, "L" for low, or "N" for no.		
<small>Contractor use only</small>	5. <input type="checkbox"/> Cost Report Status (1) As Submitted (2) Settled without audit (3) Settled with audit (4) Reopened (5) Amended	6. Date Received: _____ 7. Contractor No.: _____ 8. <input type="checkbox"/> Initial Report for this Provider CCN 9. <input type="checkbox"/> Final Report for this Provider CCN 10. NPR Date: _____ 11. Contractor's Vendor Code: _____ 12. <input type="checkbox"/> If line 5, column 1, is 4: Enter number of times reopened = 0-9.	
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<small>CERTIFICATION BY CHIEF FINANCIAL OFFICER OR ADMINISTRATOR OF PROVIDER(S)</small>			
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	<small>SIGNATURE OF CHIEF FINANCIAL OFFICER OR ADMINISTRATOR</small>	<small>CHECKBOX</small>	<small>ELECTRONIC SIGNATURE STATEMENT</small>
1	1 Andrew Smith Michaelson III	2 <input type="checkbox"/>	1 I have read and agree with the above certification statement. I certify that I intend my electronic signature on this certification be the legally binding equivalent of my original signature.
2	<small>Signatory Printed Name: Andrew Smith Michaelson III</small>		2
3	<small>Signatory Title: CFO</small>		3
4	<small>Signature date: 4/1/2023</small>		4

Invalid use of e-signature

Signature must contain First and Last Name

07-23		FORM CMS-2552-10		4090 (Cont.)	
This report is required by law (42 USC 1395g; 42 CFR 413.20(b)). Failure to report can result in all interim payments made since the beginning of the cost reporting period being deemed overpayments (42 USC 1395g).				FORM APPROVED OMB NO. 0938-0050 EXPIRES 09-30-2025	
HOSPITAL AND HOSPITAL HEALTH CARE COMPLEX COST REPORT CERTIFICATION AND SETTLEMENT SUMMARY			PROVIDER CCN: _____	PERIOD FROM _____ TO _____	WORKSHEET S PARTS I, II & III
PART I - COST REPORT STATUS					
Provider use only		1. <input type="checkbox"/> Electronically prepared cost report Date: _____ Time: _____ 2. <input type="checkbox"/> Manually prepared cost report 3. <input type="checkbox"/> If this is an amended report enter the number of times the provider resubmitted this cost report 4. <input type="checkbox"/> Medicare Utilization. Enter "F" for full, "L" for low, or "N" for no.			
Contractor use only		5. <input type="checkbox"/> Cost Report Status (1) As Submitted (2) Settled without audit (3) Settled with audit (4) Reopened (5) Amended		6. Date Received: _____ 7. Contractor No.: _____ 8. <input type="checkbox"/> Initial Report for this Provider CCN 9. <input type="checkbox"/> Final Report for this Provider CCN 10. NPR Date: _____ 11. Contractor's Vendor Code: _____ 12. <input type="checkbox"/> If line 5, column 1, is 4: Enter number of times reopened = 0-9.	
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SIGNATURE OF CHIEF FINANCIAL OFFICER OR ADMINISTRATOR		CHECKBOX		ELECTRONIC SIGNATURE STATEMENT	
1		2		1	
1		✓		I have read and agree with the above certification statement. I certify that I intend my electronic signature on this certification be the legally binding equivalent of my original signature.	
2 Signatory Printed Name:				2	
3 Signatory Title: CFO				3	
4 Signature date: 4/1/2023				4	



Tips for Accelerating Cost Report Processing

e-Filing Tips for Accelerating CR Processing

- Use MCR eF
- e-Sign through the ECR software
- Categorize files appropriately
- Submit exhibits using the optional electronic specifications/templates
- Pay attention to warnings



Future MCR eF Enhancements

Continuing Improvements to MCRRef

- Simplifying Cost Report Revisions/Amendments
- Save and Resume
- Display of Non-claims Payments Information (e.g. Lump Sum Adjustments)
- Opt-In Push Notifications (e.g. e-mails, texts) about Status Changes and Newly Available Documentation
- e-Filing Reopening Requests
- Simplified reporting of warnings related to cost report and exhibit agreement



MCRReF Feedback and Suggestion Poll

Q&A Up Next!



Question & Answer Session

Resources

- E-mail questions or ideas for improvements relating to MCRReF to:

OFMDPAOQUESTIONS@CMS.HHS.GOV

- For any questions relating to your IDM account (role requests, passwords, annual certifications, login, etc...) contact PS&R/MCRReF IDM support desk:
 - Website: <https://eus.custhelp.com/app/home>
 - e-mail: EUSSupport@cgi.com
 - Phone: 1-866-484-8049 (TTY/TDD: 866-523-4759)

Thank You – Please Evaluate Your Experience

Share your thoughts to help us improve – complete in-webinar poll

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