



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
Aging and Long Term-Support Administration
Management Services Division
PO Box 45600, Olympia, WA 98504-5600

February 23, 2017

Dear Administrator:

You are receiving this letter because the Department has determined that you are required to submit 3.4 hours per resident day (HPRD) quarterly reports.

As I am sure you are aware, the Legislature passed SHB 2678, which was signed by the governor into law on March 31, 2016. This clarified and expanded the language of last year's SHB 1274, which laid out the foundations of a nursing home methodology redesign and is codified at RCW 74.42.360. A piece of this redesign is a requirement that facilities have an average of 3.4 hours per resident day of direct care staff.

Reports for staffing during the fourth quarter (October 1, 2016 – December 31, 2016) are due by March 1, 2017. Reports must be submitted electronically to nfrates@dshs.wa.gov. You can download a copy of the reporting template at: <https://www.dshs.wa.gov/altsa/management-services-division/34-hprd-direct-care-reporting-requirements>. If you have already submitted your report, thank you.

Starting with the fourth quarter reports (October 1, 2016 – December 31, 2016) any facilities that are below 3.4 HPRD will receive a letter. This letter will explain that the facility did not meet the requirement, detail the fine owed, and notify the facility they must submit a plan of correction to the Department with regards to how they will bring their staffing up to the minimum standard for the next measurement period. RCS will also schedule a visit with the facility to make sure residents are receiving adequate care.

Starting with the fourth quarter, if your HPRD report is not submitted timely or is not received at all, the Department will issue late fees in accordance with WAC 388-97-4460(4)(c).

If you have any questions, please contact Jamie Franzen at 360-725-2438 or Tiffany Hills at 360-725-2472.

Sincerely,

Tiffany Hills, Manager
Nursing Facility Rates

Attachment