



To: Maryland Hospital CFOs

From: Dennis Phelps, Deputy Director, Audit and Compliance *DNP/AV*

Date: July 29, 2021

Re: Filing the Annual Cost Report for FY 2021

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Population-Based Methodologies

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Director
Payment Reform & Provider Alignment

Gerard J. Schmith
Director
Revenue & Regulation Compliance

William Henderson
Director
Medical Economics & Data Analytics

The Annual Cost Report should be submitted using the Annual Cost Report Model located on the HSCRC website under Financial Data Submission Tools at this link: https://hscrc.maryland.gov/Pages/hsp_info2.aspx. Please review the General Instructions tab before completing. The yellow-colored tabs are the schedules requiring input to complete the model. The non-colored tabs are the output schedules.

The electronic model should be submitted to the hscrc.annual@maryland.gov mailbox. Paper submissions of the report are no longer required. Hospitals completing the model in-house without the help of a consulting firm may request assistance from a state contractor at no cost. Please contact Amanda Vaughan, via email: Amanda.Vaughan@maryland.gov, or by phone: 410-764-2597 to request assistance.

All revisions must be made using the model, and the model must be submitted in its entirety to be considered received. The email accompanying the revised model should list the schedules being changed.

Revisions to the model received more than 90 days after the due date of the original submission will be accepted but may or may not be used in Rate Setting Methodologies at the discretion of Commission staff. If you have any questions, you may contact me at: dennis.phelps@maryland.gov or Amanda Vaughan at Amanda.Vaughan@maryland.gov.