



mln webcast

A MEDICARE LEARNING NETWORK® (MLN) EVENT

Medicare Part A Cost Report: Easier File Uploads in MCRReF

Thursday, April 29, 2021

Presenters:

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Jolene Nguyen, CGI Federal



Acronyms in this Presentation

- BSO - Backup Security Official
- CCN - CMS Certification Number
- CMHC - Community Mental Health Center
- ECR - Electronic Cost Report
- IDM - Identity Management system
- ESRD - End Stage Renal Disease
- 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
- IME - Indirect Medical Education
- IPPS - Inpatient Prospective Payment System
- IRIS - Intern and Resident Information System
- LPIC - Limited Purpose Insurance Company
- MAC - Medicare Administrative Contractor
- MCR - Medicare Cost Report
- MCR eF - Medicare Cost Report e-Filing system
- 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



Meeting Overview

- Introduce updated Medicare Cost Report e-Filing system (MCR eF): new user-friendly upload feature
- Communicate additional resources and information available



Agenda

- Introductions
- Background and Overview
- MCRReF Walkthrough and Detailed Overview
- Ongoing Outreach and Education
- 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 50,000 MCRs submitted each year that account for over \$200 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

Historically

- Most cost reports are mailed or hand-delivered; a few were transmitted via MAC portals

May 2018

- MCRReF allows Part A providers to electronically transmit (e-File) their MCR package

2020

- April: MCRReF allows Part A providers to track their MCRs through the settlement process
- October: MCRReF allows for e-filing multiple cost report submissions simultaneously

May 2021

- Updated MCRReF functionality, available starting May 2021, allows for new user-friendly upload feature



MCR_eF Usage

- **Since 5/1/2018:**
 - Over 48,000 successful submissions from over 5,500 distinct users
 - Median Submission Time: 3.2 seconds
 - Over 1,900 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 MCR_eF submissions versus non-MCR_eF submissions
- CY2021 to date: 55% of all MCR submissions were e-Filed via MCR_eF
- **A few quotes received from MCR_eF users:**
 - “I am loving the cost report submission season! MCR_eF 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

- Expand the use of Medicare Cost Report e-Filing system (MCR eF)
 - Improve e-filing functionality
 - Increase transparency to providers through cost report tracking



MCRReF – High Level System Changes

- New updates coming to MCRReF by mid-May will allow Part A providers to submit documents without turning them into ZIP files, tag documents, and get alerts about missing documents
 - Usage is still optional. Mail and hand-delivery remain filing options.
 - Remains accessible by your IDM PS&R Security Official (SO), Backup Security Official (BSO), and MCRReF Approved Cost Report Filer.



Advantages of MCR eF 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
- Tentative Settlement payments issued faster on average for MCR eF submissions
- Live updates on cost report status from submission through desk review and final settlement



Updated MCR eF System

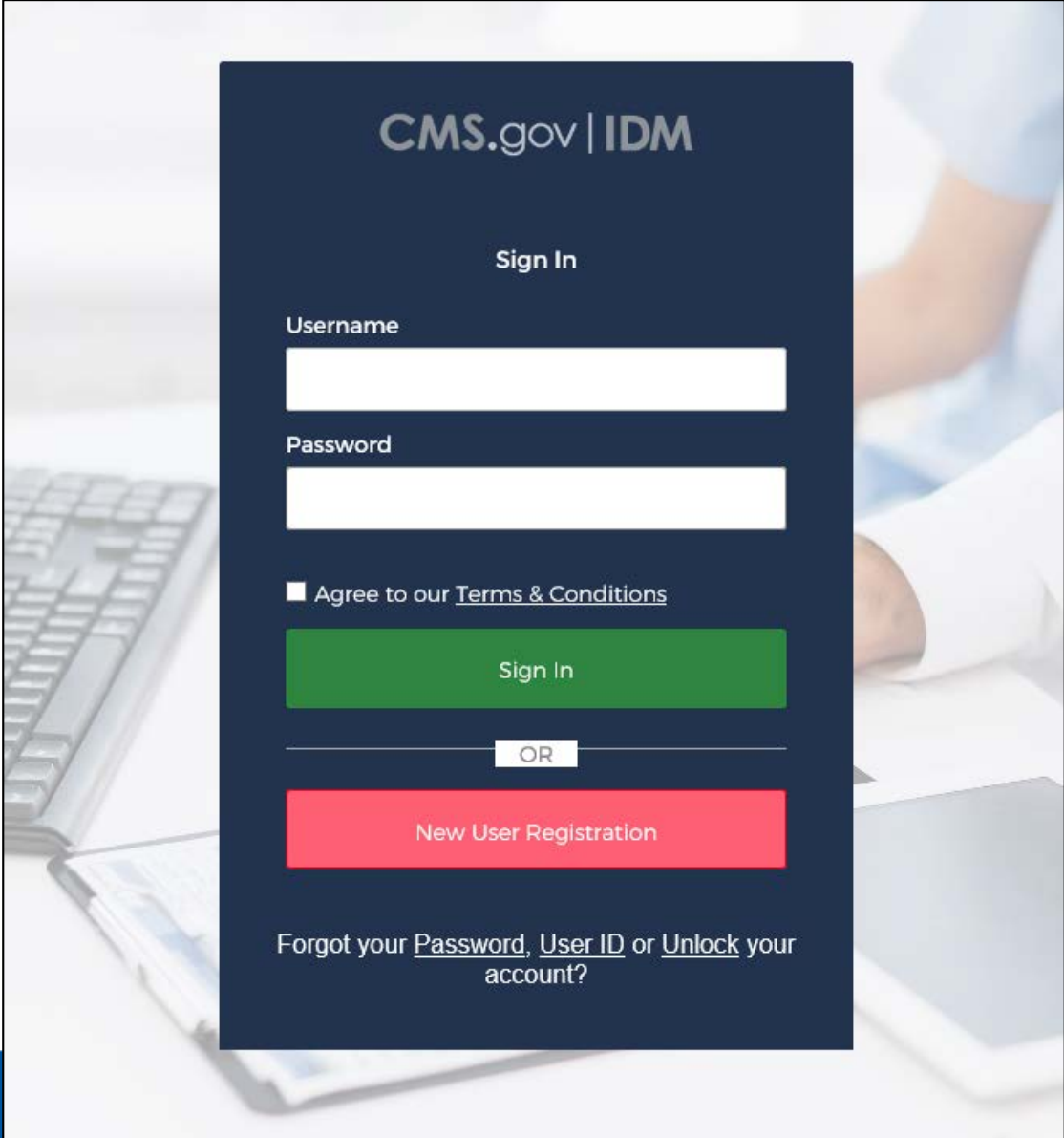


MCRReF Detailed Overview


- System Login: <https://mcref.cms.gov>
- Access is now controlled by IDM
 - Effective January 18, 2021, the Enterprise Identity Management (EIDM) system was upgraded to the Identity Management (IDM) system
 - All existing accounts were brought over as-is
 - Restricted to IDM PS&R SO / BSO / MCRReF Approved Cost Report Filer
 - Existing PS&R SOs / BSOs already have access
 - Any organization without access to PS&R must register a PS&R SO with IDM.
 - Note: If you want to use MCRReF, keep your IDM accounts in good-standing.
 - Includes password updates and timely replacement of SOs.
 - IDM credential issues are not a valid reason for late MCR filing.



MCRReF Login via IDM



Existing Individual e-Filing Process

 Medicare Cost Report e-Filing System (MCR eF)
Home Accessibility Help Logout
User ID: Sample User
Wednesday, October 14, 2020

Home
Bulk e-File

Home

Filters

Quick Search

Fiscal Year End
From To

CR Status

Pending Receipt (13)

Processing (3)

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	Sample Hospital #1	09/30/2020	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2020	Pending Receipt ✖	E-File CR
33-3333	Sample Hospital #3	09/30/2020	Pending Receipt ✖	E-File CR
11-1111	Sample Hospital #1	09/30/2020	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2020	Pending Receipt	E-File CR
33-3333	Sample Hospital #3	09/30/2020	Pending Receipt	E-File CR
11-1111	Sample Hospital #1	09/30/2019	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2019	Pending Receipt	E-File CR
33-3333	Sample Hospital #3	09/30/2019	Pending Receipt	E-File CR
11-1111	Sample Hospital #1	09/30/2019	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2019	Pending Receipt	E-File CR
33-3333	Sample Hospital #3	09/30/2019	Pending Receipt	E-File CR
11-1111	Sample Hospital #1	09/30/2019	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	06/30/2018	Processing	E-File CR
33-3333	Sample Hospital #1	06/30/2018	Processing ✖	E-File CR
11-1111	Sample Hospital #1	06/30/2018	Processing ⚠	E-File CR
22-2222	Sample Hospital #1	06/30/2018	Reopening/Appeal	E-File CR
33-3333	Sample Hospital #3	06/30/2018	Complete	E-File CR
11-1111	Sample Hospital #1	06/30/2018	Complete	E-File CR




Existing Individual e-Filing Process

**Medicare Cost Report e-Filing System (MCR eF)**Home Accessibility Help Logout
User ID: Sample
Wednesday, January 27, 2021

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

[Back to Search Results](#)

e-File Cost Report Materials  [Printer Friendly Version](#)

** Indicates Required Field*

Provider ¹ JT-F001 Medical Center **Fiscal Year End** ¹ 09/30/2018

Medicare Utilization ¹ **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).


File	File Upload
* ECR ¹	<input type="text"/> <input type="button" value="Browse..."/> <input type="button" value="Clear"/>
* Print Image ¹	<input type="text"/> <input type="button" value="Browse..."/> <input type="button" value="Clear"/>
* Signed Certification Page ¹	<input type="text"/> <input type="button" value="Browse..."/> <input type="button" value="Clear"/>
IRIS ¹	<input type="text"/> <input type="button" value="Browse..."/> <input type="button" value="Clear"/>
Other ¹	<input type="text"/> <input type="button" value="Browse..."/> <input type="button" value="Clear"/>
Cover Letter ¹	<input type="text"/> <input type="button" value="Browse..."/> <input type="button" value="Clear"/>

* 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.

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Updated Individual e-Filing Process

**Medicare Cost Report e-Filing System (MCR eF)**Home Accessibility Help Logout
User ID: Sample
Monday, April 19, 2021

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

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e-File Cost Report Materials [Printer Friendly Version](#)

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

Provider [!]	11-1111 Test Provider	Fiscal Year End [!]	09/30/2019
Medicare Utilization [!]	<input type="text" value="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.	

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Updated Individual e-Filing Process

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

Home Accessibility Help Logout
User ID: Sample
Monday, April 19, 2021

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 Test Provider	Fiscal Year End ⓘ	09/30/2019
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 ⓘ

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Required Files: [ECR](#), [Print Image](#), [Signed Certification Page](#)

Add File(s)

File Category ▲	File
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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.

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Updated Individual e-Filing Process

[Back to Search Results](#)

e-File Cost Report Materials

[Printer Friendly Version](#)

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

Provider ¹

Medicare Utiliza

Cost Report M
Do **not** encry
Required File

Choose File to Upload

« Documents » PS&R-STAR » MCR&F Slots » Training » CR-Materials

Search CR-Materials

Organize New folder

Name	Date modified	Type	Size
A111111_2019-09-30.DBF	4/19/2021 7:19 PM	DBF File	1 KB
Additional CR Material.png	4/6/2020 10:46 PM	PNG File	15 KB
Crosswalk.doc	1/15/2020 11:57 AM	Microsoft Word 97 - 200...	627 KB
EC111111.19A1	4/18/2021 8:49 PM	19A1 File	68 KB
ExpenseRevenueGrp.doc	1/15/2020 11:57 AM	Microsoft Word 97 - 200...	627 KB
FinancialStatements.xlsx	9/23/2014 5:55 PM	Microsoft Excel Worksh...	84 KB
M111111_2019-09-30.DBF	4/18/2021 8:54 PM	DBF File	1 KB
PI111111.19A1.pdf	1/15/2020 11:57 AM	Microsoft Edge PDF Do...	627 KB
SIGPAGE111111.19A1.pdf	1/15/2020 11:57 AM	Microsoft Edge PDF Do...	627 KB
WorkingTrialBalance.xlsx	9/23/2014 5:55 PM	Microsoft Excel Worksh...	84 KB

File name: "A111111_2019-09-30.DBF" "Additional CR Material.png" "Crosswalk.doc" "EC111111.19A1"
 All Files (*.*)

Open Cancel

* I acknowledge for Medicare a

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.

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Updated Individual e-Filing Process

Provider ¹ 11-1111 Test Provider
 Fiscal Year End ¹ 09/30/2019

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.)

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 Required Files: [ECR](#), [Print Image](#), [Signed Certification Page](#)

File Category ▲	File	
Acceptability Documents ¹		
● ECR ▼	EC111111.19A1 (67 KB)	<input type="button" value="Remove"/>
● Print Image ▼	PI111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
● IRIS ▼	A111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
● IRIS ▼	M111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
Other Documents ¹		
● Other ▼	Additional CR Material.png (15 KB)	<input type="button" value="Remove"/>
● Other ▼	Crosswalk.doc (627 KB)	<input type="button" value="Remove"/>
● Other ▼	ExpenseRevenueGrp.doc (627 KB)	<input type="button" value="Remove"/>
● Other ▼	FinancialStatements.xlsx (83 KB)	<input type="button" value="Remove"/>
● Other ▼	SIGPAGE111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
● Other ▼	WorkingTrialBalance.xlsx (83 KB)	<input type="button" value="Remove"/>

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Updated Individual e-Filing Process

Provider 11-1111 Test Provider **Fiscal Year End** 09/30/2019

Medicare Utilization Full

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IRIS	M111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
Other Documents		
Other	Additional CR Material.png (15 KB)	<input type="button" value="Remove"/>
Other	Crosswalk.doc (627 KB)	<input type="button" value="Remove"/>
Other	ExpenseRevenueGrp.doc (627 KB)	<input type="button" value="Remove"/>
Supporting Documents	alStatements.xlsx (83 KB)	<input type="button" value="Remove"/>
Adjustment to Expenses	SE111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
Bad Debt Collection Policy	gTrialBalance.xlsx (83 KB)	<input type="button" value="Remove"/>
Beds Available		
CAH - ER Availability		
CHOW Documentation		
<input type="checkbox"/> * I am a Medicare cost report to my servicing Medicare Administrative Contractor (MAC) and the and regulations pertaining to Medicare cost report submissions (e.g. filing deadlines).		
<input type="checkbox"/> Expense/Revenue Groupings		
Financial Assistance Policy		
Financial Statements or Justification		
Home Office Cost Statement		

* I am a Medicare cost report to my servicing Medicare Administrative Contractor (MAC) and the and regulations pertaining to Medicare cost report submissions (e.g. filing deadlines).

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Updated Individual e-Filing Process

Provider 11-1111 Test Provider **Fiscal Year End** 09/30/2019

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PS&R Crosswalk	Crosswalk.doc (627 KB)	<input type="button" value="Remove"/>
Expense/Revenue Groupings	ExpenseRevenueGrp.doc (627 KB)	<input type="button" value="Remove"/>
Financial Statements or Justification	FinancialStatements.xlsx (83 KB)	<input type="button" value="Remove"/>
Signed Certification Page	SIGPAGE111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
Working Trial Balance	WorkingTrialBalance.xlsx (83 KB)	<input type="button" value="Remove"/>

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Other Documents		
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PS&R Crosswalk	Crosswalk.doc (627 KB)	<input type="button" value="Remove"/>
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Updated Individual e-Filing Process

Provider ¹ 11-1111 Test Provider Fiscal Year End ¹ 09/30/2019

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<input type="text" value="ECR"/>	EC111111.19A1 (67 KB) <input type="button" value="Remove"/>
<input type="text" value="Print Image"/>	PI111111.19A1.pdf (627 KB) <input type="button" value="Remove"/>
<input type="text" value="Signed Certification Page"/>	SIGPAGE111111.19A1.pdf (627 KB) <input type="button" value="Remove"/>
<input type="text" value="IRIS"/>	A111111_2019-09-30.DBF (1 KB) <input type="button" value="Remove"/>
<input type="text" value="IRIS"/>	M111111_2019-09-30.DBF (1 KB) <input type="button" value="Remove"/>
Supporting Documents ¹	
<input type="text" value="Expense/Revenue Groupings"/>	ExpenseRevenueGrp.doc (627 KB) <input type="button" value="Remove"/>
<input type="text" value="Financial Statements or Justification"/>	FinancialStatements.xlsx (83 KB) <input type="button" value="Remove"/>
<input type="text" value="PS&R Crosswalk"/>	Crosswalk.doc (627 KB) <input type="button" value="Remove"/>
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<input type="text" value="Other"/>	Additional CR Material.png (15 KB) <input type="button" value="Remove"/>

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Updated Individual e-Filing Process

Success Message

Success S0000: The cost report submission has been received by the system. Your MAC will determine if it is acceptable and may contact you for additional information or corrections. Refer to the dashboard periodically for the updated status of the cost report.

e-File Cost Report Materials - Confirmation

 [Printer Friendly Version](#)

Cost Report Submission Details

e-Filing ID: 3314059
e-Postmark Date: 04/19/2021 10:50 PM ET
Provider: 11-1111 Test Provider
Fiscal Year End: 09/30/2019
Medicare Utilization: Full
First Cost Report Submission: Yes

Acceptability Documents

ECR: EC111111.19A1
Print Image : PI111111.19A1
Signed Certification Page: SIGPAGE111111.19A1.pdf
IRIS: A111111_2019-09-30.DBF, M111111_2019-09-30.DBF

Supporting Documents

Expense/Revenue Groupings: ExpenseRevenueGrp.doc
Financial Statements or Justification: FinancialStatements.xlsx
PS&R Crosswalk: Crosswalk.doc
Working Trial Balance: WorkingTrialBalance.xlsx

Other Documents

Other: Additional CR Material.png

Note: To access this information later, refer to the e-File History screen under the Bulk e-File tab.

[Logout](#)

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Updated Individual e-Filing Process

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

Home Accessibility Help Logout
User ID: Sample
Monday, April 19, 2021

Home **Bulk e-File**

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e-File Cost Report Materials

[Printer Friendly Version](#)

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

Provider ⓘ	11-1111 Test Provider	Fiscal Year End ⓘ	09/30/2019
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 ⓘ

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Add File(s)

File Category ▲	File
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Reset Submit

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Updated Individual e-Filing Process

[Back to Search Results](#)

e-File Cost Report Materials

[Printer Friendly Version](#)

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

Provider

Medicare Utilization

Cost Report Materials
Do **not** encrypt
Required Files

* I acknowledge that I am responsible for the accuracy of the information provided and that I understand that once submitted, the information cannot be changed. I understand that the Centers for Medicare & Medicaid Services (CMS) and the Centers for Medicare & Medicaid Services (CMS) are responsible for the accuracy of the information provided and that I understand that once submitted, the information cannot be changed. I understand that the Centers for Medicare & Medicaid Services (CMS) and the Centers for Medicare & Medicaid Services (CMS) are responsible for the accuracy of the information provided and that I understand that once submitted, the information cannot be changed.

[Back to Search Results](#)

Choose File to Upload

<< Documents >> PS&R-STAR >> MCR- Slots >> Training >> CR-Materials

Search CR-Materials

Name	Date modified	Type	Size
A111111_2019-09-30.DBF	4/19/2021 7:19 PM	DBF File	1 KB
Additional CR Material.png	4/6/2020 10:46 PM	PNG File	15 KB
Crosswalk.doc	1/15/2020 11:57 AM	Microsoft Word 97 - 200...	627 KB
EC111111.19A1	4/18/2021 8:49 PM	19A1 File	68 KB
ExpenseRevenueGrp.doc	1/15/2020 11:57 AM	Microsoft Word 97 - 200...	627 KB
FinancialStatements.xlsx	9/23/2014 5:55 PM	Microsoft Excel Worksh...	84 KB
M111111_2019-09-30.DBF	4/18/2021 8:54 PM	DBF File	1 KB
PI111111.19A1.pdf	1/15/2020 11:57 AM	Microsoft Edge PDF Do...	627 KB
SIGPAGE111111.19A1.pdf	1/15/2020 11:57 AM	Microsoft Edge PDF Do...	627 KB
WorkingTrialBalance.xlsx	9/23/2014 5:55 PM	Microsoft Excel Worksh...	84 KB

File name: "SIGPAGE111111.19A1.pdf" "A111111_2019-09-30.DBF" "Additional CR Material.png" "Cros" All Files (*.*)

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.

Updated Individual e-Filing Process

Provider 11-1111 Test Provider **Fiscal Year End** 09/30/2019

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	EC111111.19A1 (67 KB)	<input type="button" value="Remove"/>
Print Image	PI111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
IRIS	A111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
IRIS	M111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
Other Documents		
Other	Additional CR Material.png (15 KB)	<input type="button" value="Remove"/>
Other	Crosswalk.doc (627 KB)	<input type="button" value="Remove"/>
Other	ExpenseRevenueGrp.doc (627 KB)	<input type="button" value="Remove"/>
Other	FinancialStatements.xlsx (83 KB)	<input type="button" value="Remove"/>
Other	SIGPAGE111111.19A1.pdf (627 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](#)

Updated Individual e-Filing Process

Error Messages
 Error C433: A "Signed Certification Page" file is required.
[Back to Search Results](#)

e-File Cost Report Materials [Printer Friendly Version](#)

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

Provider ¹ 11-1111 Test Provider **Fiscal Year End** ¹ 09/30/2019

Medicare Utilization ¹ **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](#), [Print Image](#), [Signed Certification Page](#)

File Category ¹	File	
Acceptability Documents ¹		
<input type="text" value="ECR"/>	EC111111.19A1 (67 KB)	<input type="button" value="Remove"/>
<input type="text" value="Print Image"/>	PI111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
<input type="text" value="IRIS"/>	A111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
<input type="text" value="IRIS"/>	M111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
Other Documents ¹		
<input type="text" value="Other"/>	Additional CR Material.png (15 KB)	<input type="button" value="Remove"/>
<input type="text" value="Other"/>	Crosswalk.doc (627 KB)	<input type="button" value="Remove"/>
<input type="text" value="Other"/>	ExpenseRevenueGrp.doc (627 KB)	<input type="button" value="Remove"/>
<input type="text" value="Other"/>	FinancialStatements.xlsx (83 KB)	<input type="button" value="Remove"/>
<input type="text" value="Other"/>	SIGPAGE111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>

Updated Individual e-Filing Process

Provider 11-1111 Test Provider **Fiscal Year End** 09/30/2019

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	EC111111.19A1 (67 KB)	<input type="button" value="Remove"/>
Print Image	PI111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
IRIS	A111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
IRIS	M111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
Other Documents		
Other	Additional CR Material.png (15 KB)	<input type="button" value="Remove"/>
Other	Crosswalk.doc (627 KB)	<input type="button" value="Remove"/>
Other	ExpenseRevenueGrp.doc (627 KB)	<input type="button" value="Remove"/>
Other	FinancialStatements.xlsx (83 KB)	<input type="button" value="Remove"/>
Other	SIGPAGE111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>

* I am a Medicare cost report filer. I agree to submit my Medicare cost report to my servicing Medicare Administrative Contractor (MAC) and the Centers for Medicare & Medicaid Services (CMS) and regulations pertaining to Medicare cost report submissions (e.g. filing deadlines).

Note: Closing your browser window or navigating to another webpage will not cancel this e-filing.

Updated Individual e-Filing Process

Provider 11-1111 Test Provider **Fiscal Year End** 09/30/2019

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	EC111111.19A1 (67 KB)	<input type="button" value="Remove"/>
Print Image	PI111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
IRIS	A111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
IRIS	M111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
Other Documents		
Other	Additional CR Material.png (15 KB)	<input type="button" value="Remove"/>
Other	Crosswalk.doc (627 KB)	<input type="button" value="Remove"/>
Other	ExpenseRevenueGrp.doc (627 KB)	<input type="button" value="Remove"/>
Other	FinancialStatements.xlsx (83 KB)	<input type="button" value="Remove"/>
Signed Certification Page	SIGPAGE111111.19A1.pdf (627 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.

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Updated Individual e-Filing Process

Provider 11-1111 Test Provider **Fiscal Year End** 09/30/2019

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
Required Files: ECR, Print Image, Signed Certification

File Category	File	
Acceptability Documents		
ECR		<input type="button" value="Remove"/>
Print Image		<input type="button" value="Remove"/>
IRIS		<input type="button" value="Remove"/>
IRIS		<input type="button" value="Remove"/>
Other Documents		
Other	Additional CR Material.png (15 KB)	<input type="button" value="Remove"/>
Other	Crosswalk.doc (627 KB)	<input type="button" value="Remove"/>
Other	ExpenseRevenueGrp.doc (627 KB)	<input type="button" value="Remove"/>
Other	FinancialStatements.xlsx (83 KB)	<input type="button" value="Remove"/>
Signed Certification Page	SIGPAGE111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>

Message from webpage

Warning W458: Based on your Provider Type or the contents of your ECR, MCR eF has identified the following File Categories that should have been included within your Cost Report Materials:

- o Expense/Revenue Groupings
- o Financial Statements or Justification
- o PS&R Crosswalk
- o Working Trial Balance

To include these file(s) or to correct the File Category drop-down in the Cost Report Materials Table, click 'Cancel' and either select the 'Add File(s)' button to add files or use the dropdown to correct the File Category of the already attached files.

Please note that if you proceed, you may need to submit these documents directly to your MAC later. Otherwise, click the 'OK' button to proceed with your submission.

* 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.

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Updated Individual e-Filing Process

Provider 11-1111 Test Provider **Fiscal Year End** 09/30/2019

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	EC111111.19A1 (67 KB)	Remove
Print Image	PI111111.19A1.pdf (627 KB)	Remove
IRIS	A111111_2019-09-30.DBF (1 KB)	Remove
IRIS	M111111_2019-09-30.DBF (1 KB)	Remove
Other Documents		
Other	Additional CR Material.png (15 KB)	Remove
Other	Crosswalk.doc (627 KB)	Remove
Other	ExpenseRevenueGrp.doc (627 KB)	Remove
Other	FinancialStatements.xlsx (83 KB)	Remove
Other	PIE111111.19A1.pdf (627 KB)	Remove

* I am a Medicare Center

[Reset](#)

Note: [Home Office Cost Statement](#)

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Medicare cost report to my servicing Medicare Administrative Contractor (MAC) and the regulations pertaining to Medicare cost report submissions (e.g. filing deadlines).

Browser window or navigating to another webpage will not cancel this e-filing.



Updated Individual e-Filing Process

Provider 11-1111 Test Provider **Fiscal Year End** 09/30/2019

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](#), [Print Image](#), [Signed Certification Page](#)

File Category ▲	File	
● Acceptability Documents 1		
● ECR	EC111111.19A1 (67 KB)	<input type="button" value="Remove"/>
● Print Image	PI111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
● IRIS	A111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
● IRIS	M111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
● Other Documents 1		
● Other	Additional CR Material.png (15 KB)	<input type="button" value="Remove"/>
● PS&R Crosswalk	Crosswalk.doc (627 KB)	<input type="button" value="Remove"/>
● Expense/Revenue Groupings	ExpenseRevenueGrp.doc (627 KB)	<input type="button" value="Remove"/>
● Financial Statements or Justification	FinancialStatements.xlsx (83 KB)	<input type="button" value="Remove"/>
● Signed Certification Page	SIGPAGE111111.19A1.pdf (627 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.

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Updated Individual e-Filing Process

Provider 11-1111 Test Provider **Fiscal Year End** 09/30/2019

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](#), [Print Image](#), [Signed Certification Page](#)

File Category ▲	File	
Acceptability Documents 1		
ECR	EC111111.19A1 (67 KB)	<input type="button" value="Remove"/>
Print Image	PI111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
IRIS	A111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
IRIS	M111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
Other Documents 1		
Other	Additional CR Material.png (15 KB)	<input type="button" value="Remove"/>
PS&R Crosswalk	Crosswalk.doc (627 KB)	<input type="button" value="Remove"/>
Expense/Revenue Groupings	ExpenseRevenueGrp.doc (627 KB)	<input type="button" value="Remove"/>
Financial Statements or Justification	FinancialStatements.xlsx (83 KB)	<input type="button" value="Remove"/>
Signed Certification Page	SIGPAGE111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>

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Updated Individual e-Filing Process

Provider 11-1111 Test Provider **Fiscal Year End** 09/30/2019

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	EC111111.19A1 (67 KB)	<input type="button" value="Remove"/>
Print Image	PI111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
Signed Certification Page	SIGPAGE111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
IRIS	A111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
IRIS	M111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
Supporting Documents		
Expense/Revenue Groupings	ExpenseRevenueGrp.doc (627 KB)	<input type="button" value="Remove"/>
Financial Statements or Justification	FinancialStatements.xlsx (83 KB)	<input type="button" value="Remove"/>
PS&R Crosswalk	Crosswalk.doc (627 KB)	<input type="button" value="Remove"/>
Other Documents		
Other	Additional CR Material.png (15 KB)	<input type="button" value="Remove"/>

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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.



Updated Individual e-Filing Process

The screenshot shows a web application interface on the left and a Windows file explorer dialog box on the right. The web application has a sidebar with sections like 'Acceptability D', 'Supporting Do', and 'Expense/Revenu'. A button labeled 'Add File(s)' is visible. The file explorer dialog is titled 'Choose File to Upload' and shows the path: < Documents > PS&R-STAR > MCREf Slots > Training > CR-Materials. The file list is as follows:

Name	Date modified	Type	Size
A111111_2019-09-30.DBF	4/19/2021 7:19 PM	DBF File	1 KB
Additional CR Material.png	4/6/2020 10:46 PM	PNG File	15 KB
Crosswalk.doc	1/15/2020 11:57 AM	Microsoft Word 97 - 200...	627 KB
EC111111.19A1	4/18/2021 8:49 PM	19A1 File	68 KB
ExpenseRevenueGrp.doc	1/15/2020 11:57 AM	Microsoft Word 97 - 200...	627 KB
FinancialStatements.xlsx	9/23/2014 5:55 PM	Microsoft Excel Worksh...	84 KB
M111111_2019-09-30.DBF	4/18/2021 8:54 PM	DBF File	1 KB
PI111111.19A1.pdf	1/15/2020 11:57 AM	Microsoft Edge PDF Do...	627 KB
SIGPAGE111111.19A1.pdf	1/15/2020 11:57 AM	Microsoft Edge PDF Do...	627 KB
WorkingTrialBalance.xlsx	9/23/2014 5:55 PM	Microsoft Excel Worksh...	84 KB

The 'File name' field contains 'WorkingTrialBalance.xlsx' and the file type is set to 'All Files (*.*)'. The 'Open' button is highlighted.



Updated Individual e-Filing Process

Provider 11-1111 Test Provider **Fiscal Year End** 09/30/2019

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	EC111111.19A1 (67 KB) Remove
Print Image	PI111111.19A1.pdf (627 KB) Remove
Signed Certification Page	SIGPAGE111111.19A1.pdf (627 KB) Remove
IRIS	A111111_2019-09-30.DBF (1 KB) Remove
IRIS	M111111_2019-09-30.DBF (1 KB) Remove
Supporting Documents	
Expense/Revenue Groupings	ExpenseRevenueGrp.doc (627 KB) Remove
Financial Statements or Justification	FinancialStatements.xlsx (83 KB) Remove
PS&R Crosswalk	Crosswalk.doc (627 KB) Remove
Other Documents	
Other	Additional CR Material.png (15 KB) Remove
Other	WorkingTrialBalance.xlsx (83 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.

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Updated Individual e-Filing Process

Provider 11-1111 Test Provider **Fiscal Year End** 09/30/2019

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	EC111111.19A1 (67 KB)	<input type="button" value="Remove"/>
Print Image	PI111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
Signed Certification Page	SIGPAGE111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
IRIS	A111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
IRIS	M111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
Supporting Documents		
Expense/Revenue Groupings	ExpenseRevenueGrp.doc (627 KB)	<input type="button" value="Remove"/>
Financial Statements or Justification	FinancialStatements.xlsx (83 KB)	<input type="button" value="Remove"/>
PS&R Crosswalk	Crosswalk.doc (627 KB)	<input type="button" value="Remove"/>
Other Documents		
Other	Additional CR Material.png (15 KB)	<input type="button" value="Remove"/>
Other	WorkingTrialBalance.xlsx (83 KB)	<input type="button" value="Remove"/>

* I am a Medicare Center

Note: Working Trial Balance

[Back to:](#)

- Other Documents
- Provider-Based Physicians and Adjustments
- PS&R Crosswalk
- Reclassifications
- Reconciliation of Related Organizations and/or Home Office Costs
- SNF - Utilization Review
- Wage Index Documentation

Medicare cost report to my servicing Medicare Administrative Contractor (MAC) and the regulations pertaining to Medicare cost report submissions (e.g. filing deadlines).

Browser window or navigating to another webpage will not cancel this e-filing.



Updated Individual e-Filing Process

Provider ¹ 11-1111 Test Provider **Fiscal Year End** ¹ 09/30/2019

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](#), [Print Image](#), [Signed Certification Page](#)

File Category ¹ ▲	File	
Acceptability Documents ¹		
ECR	EC111111.19A1 (67 KB)	<input type="button" value="Remove"/>
Print Image	PI111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
Signed Certification Page	SIGPAGE111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
IRIS	A111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
IRIS	M111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
Supporting Documents ¹		
Expense/Revenue Groupings	ExpenseRevenueGrp.doc (627 KB)	<input type="button" value="Remove"/>
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PS&R Crosswalk	Crosswalk.doc (627 KB)	<input type="button" value="Remove"/>
Other Documents ¹		
Other	Additional CR Material.png (15 KB)	<input type="button" value="Remove"/>
Working Trial Balance	WorkingTrialBalance.xlsx (83 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.

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Updated Individual e-Filing Process

Success Message

Success S0000: The cost report submission has been received by the system. Your MAC will determine if it is acceptable and may contact you for additional information or corrections. Refer to the dashboard periodically for the updated status of the cost report.

e-File Cost Report Materials - Confirmation

 [Printer Friendly Version](#)

Cost Report Submission Details

e-Filing ID: 3314059
e-Postmark Date: 04/19/2021 10:50 PM ET
Provider: 11-1111 Test Provider
Fiscal Year End: 09/30/2019
Medicare Utilization: Full
First Cost Report Submission: Yes

Acceptability Documents

ECR: EC111111.19A1
Print Image : PI111111.19A1
Signed Certification Page: SIGPAGE111111.19A1.pdf
IRIS: A111111_2019-09-30.DBF, M111111_2019-09-30.DBF

Supporting Documents

Expense/Revenue Groupings: ExpenseRevenueGrp.doc
Financial Statements or Justification: FinancialStatements.xlsx
PS&R Crosswalk: Crosswalk.doc
Working Trial Balance: WorkingTrialBalance.xlsx

Other Documents

Other: Additional CR Material.png

Note: To access this information later, refer to the e-File History screen under the Bulk e-File tab.

[Logout](#)

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Updated Individual e-Filing Process

- In addition to allowing users to re-categorize after uploading, each supporting document will have a shared file naming convention that, if followed, will allow the system to automatically categorize all files.
- For example:
 - Files that begin with "BDPolicy" (case insensitive), regardless of what comes after, the system will recognize as a Bad Debt Collection Policy. Some variations include:
 - "BDPolicy.pdf"
 - "BDPolicy_Policy per exec guidance.docx"
 - "BDPolicy - 2020 Bad Debt guidelines.xlsx"



Updated Individual e-Filing Process

CMS Medicare Cost Report e-Filing System (MCR eF) Home Accessibility Help Logout
User ID: Sample
Monday, April 19, 2021

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

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e-File Cost Report Materials

[Printer Friendly Version](#)

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

Provider ¹ 11-1111 Test Provider **Fiscal Year End** ¹ 09/30/2019

Medicare Utilization ¹ **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](#), [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.

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Updated Individual e-Filing Process

e-File Cost Report Materials

[Printer Friendly Version](#)

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

Provider

Medicare Utilization

Cost Report Materials
Do **not** encrypt
Required Files

Choose File to Upload

« Documents » PS&R-STAR » MCR&F Slots » Training » CR-Materials2

Search CR-Materials2

Organize New folder

Name	Date modified	Type	Size
A111111_2019-09-30.DBF	4/19/2021 7:19 PM	DBF File	1 KB
Additional CR Material.png	4/6/2020 10:46 PM	PNG File	15 KB
EC111111.19A1	4/18/2021 8:49 PM	19A1 File	68 KB
ExpRevGrp.doc	1/15/2020 11:57 AM	Microsoft Word 97 - 200...	627 KB
FS - 1.xlsx	9/23/2014 5:55 PM	Microsoft Excel Worksh...	84 KB
M111111_2019-09-30.DBF	4/18/2021 8:54 PM	DBF File	1 KB
PI111111.19A1.pdf	1/15/2020 11:57 AM	Microsoft Edge PDF Do...	627 KB
PSRCrosswalk.doc	1/15/2020 11:57 AM	Microsoft Word 97 - 200...	627 KB
SC111111.19A1.pdf	1/15/2020 11:57 AM	Microsoft Edge PDF Do...	627 KB
WTB - 2019.xlsx	9/23/2014 5:55 PM	Microsoft Excel Worksh...	84 KB

File name: "A111111_2019-09-30.DBF" "Additional CR Material.png" "EC111111.19A1" "ExpRevGrp.doc" All Files (*.*)

Open Cancel

* I acknowledge for Medicare and Medicaid reporting requirements (including PII/PHI).

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](#)

Updated Individual e-Filing Process

Provider ¹ 11-1111 Test Provider **Fiscal Year End** ¹ 09/30/2019

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](#), [Print Image](#), [Signed Certification Page](#)

File Category [▲]	File	
● Acceptability Documents ¹		
● ECR	EC111111.19A1 (67 KB)	<input type="button" value="Remove"/>
● Print Image	PI111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
● Signed Certification Page	SC111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
● IRIS	A111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
● IRIS	M111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
● Supporting Documents ¹		
● Expense/Revenue Groupings	ExpRevGrp.doc (627 KB)	<input type="button" value="Remove"/>
● Financial Statements or Justification	FS - 1.xlsx (83 KB)	<input type="button" value="Remove"/>
● PS&R Crosswalk	PSRCrosswalk.doc (627 KB)	<input type="button" value="Remove"/>
● Working Trial Balance	WTB - 2019.xlsx (83 KB)	<input type="button" value="Remove"/>
● Other Documents ¹		
● Other	Additional CR Material.png (15 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](#)



Updated Individual e-Filing Process

Success Message
Success S0000: The cost report submission has been received by the system. Your MAC will determine if it is acceptable and may contact you for additional information or corrections. Refer to the dashboard periodically for the updated status of the cost report.

e-File Cost Report Materials - Confirmation [Printer Friendly Version](#)

Cost Report Submission Details

e-Filing ID:	3314059
e-Postmark Date:	04/19/2021 10:50 PM ET
Provider:	11-1111 Test Provider
Fiscal Year End:	09/30/2019
Medicare Utilization:	Full
First Cost Report Submission:	Yes

Acceptability Documents

ECR:	EC111111.19A1
Print Image :	PI111111.19A1
Signed Certification Page:	SC111111.19A1.pdf
IRIS:	A111111_2019-09-30.DBF, M111111_2019-09-30.DBF

Supporting Documents

Expense/Revenue Groupings:	ExpRevGrp.doc
Financial Statements or Justification:	FS -1.xlsx
PS&R Crosswalk:	PSRCrosswalk.doc
Working Trial Balance:	WTB - 2019.xlsx

Other Documents

Other:	Additional CR Material.png
---------------	----------------------------

Note: To access this information later, refer to the e-File History screen under the Bulk e-File tab.

[Logout](#) [Back to Search Results](#)



Excerpt List of Supporting Documents

File Category	File Definition	File Name Begins With
Adjustments to Expenses	Documentation related to Adjustments to Expenses Worksheet	“AdjExpen”
Bad Debt Collection Policy	Most current version of the Bad Debt Collection Policy in place	“BDPolicy”
Beds Available	Documentation related to Beds Available at the facility	“Beds”
CAH - ER Availability	Documentation related to Availability of Emergency Room Physicians	“CAH-ERAvail”
Charity Care Charges	Detailed Documentation showing Charity Care Charge amounts claimed on Cost Report	“Charity”
CHOW Documentation	Documentation related to Change of Ownership if one took place	“CHOW”
Expense/Revenue Groupings	Documentation detailing how Expenses and Revenues are grouped	“ExpRevGrp”
Financial Assistance Policy	A copy of the provider's Financial Assistance Policy in place during Cost Reporting period	“FinAssist”
Financial Statements or Justification	Copies of applicable Financial Statements or a Justification of why they are not available at time of Cost Report submission	“FS”

.....and many more additional documents! List of documents and their naming convention can be found in the MCR eF User Manual (located within the system).



MCR eF Walkthrough – Bulk e-File – Bulk Upload

Medicare Cost Report e-Filing System (MCR eF)

[Home](#) [Accessibility](#) [Help](#) [Logout](#)
 User ID: Sample User
 Wednesday, October 14, 2020

Home

Bulk e-File

Filters

Quick Search

Fiscal Year End
 From To

CR Status

Pending Receipt (13)

Processing (3)

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	Sample Hospital #1	09/30/2020	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2020	Pending Receipt ❌	E-File CR
33-3333	Sample Hospital #3	09/30/2020	Pending Receipt ❌	E-File CR
11-1111	Sample Hospital #1	09/30/2020	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2020	Pending Receipt	E-File CR
33-3333	Sample Hospital #3	09/30/2020	Pending Receipt	E-File CR
11-1111	Sample Hospital #1	09/30/2019	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2019	Pending Receipt	E-File CR
33-3333	Sample Hospital #3	09/30/2019	Pending Receipt	E-File CR
11-1111	Sample Hospital #1	09/30/2019	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2019	Pending Receipt	E-File CR
33-3333	Sample Hospital #3	09/30/2019	Pending Receipt	E-File CR
11-1111	Sample Hospital #1	09/30/2019	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	06/30/2018	Processing	E-File CR
33-3333	Sample Hospital #1	06/30/2018	Processing ❌	E-File CR
11-1111	Sample Hospital #1	06/30/2018	Processing ⚠	E-File CR
22-2222	Sample Hospital #1	06/30/2018	Reopening/Appeal	E-File CR
33-3333	Sample Hospital #3	06/30/2018	Complete	E-File CR
11-1111	Sample Hospital #1	06/30/2018	Complete	E-File CR



MCR eF Walkthrough – Bulk e-File – Bulk Upload



Medicare Cost Report e-Filing System (MCR eF)

Home Accessibility Help Logout
User ID: Sample User
Wednesday, October 14, 2020

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).

Browse...

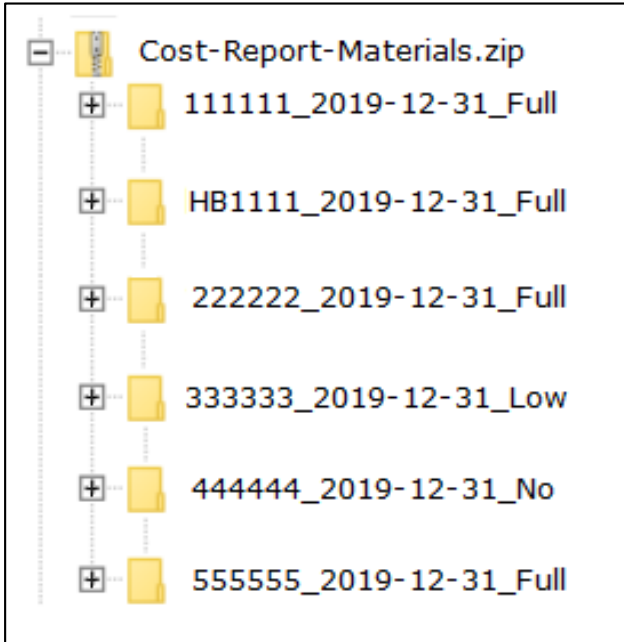
* I acknowledge that this represents an official submission of my Medicare cost report to my servicing Medicare Administrative Contractor (MAC) and the Centers for Medicare and Medicaid Services (CMS), subject to all rules and regulations pertaining to Medicare cost report submissions (e.g. filing deadlines).

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.



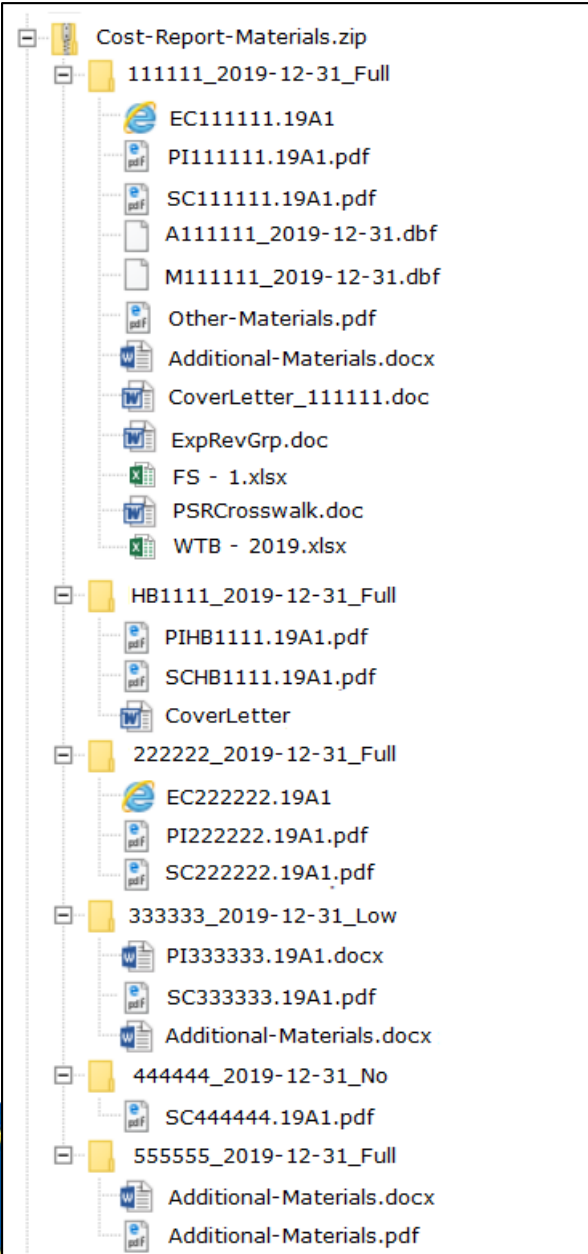
MCR eF Walkthrough – Bulk e-File – Bulk Upload



File	Example File Name	Guidance
Main uploaded ZIP file	Cost-Report-Materials.ZIP	The single ZIP file containing a folder for each MCR submission. There is no restriction on how the uploaded ZIP file is named. Format: A single ZIP file File limit: 1 GB
Folder per submission	111111_2019-12-31_Full	A well-named folder containing the cost report materials for a specific Provider/FYE. <div data-bbox="1465 582 2280 756" 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”, or “No”. 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 (_)




MCR eF Walkthrough – Bulk e-File – Bulk Upload



File Category	Example File Name	Guidance
ECR	EC111111.19A1	Follows the existing naming standards adhered to by all MCR Vendors. So long as the filename is not altered after being generated by the MCR Vendor software, it should be successfully recognized.
Print Image	PI111111.19A1.pdf	
Signed Certification Page	SC111111.19A1.pdf	Expected to have the same name as the Print Image, with 'SC' at the beginning of the filename in place of the 'PI'.
IRIS	A111111_2019-12-31.dbf M111111_2019-12-31.dbf	Follows the existing naming standards adhered to by all IRIS Vendors. So long as the filename conforms to the naming standards published for IRIS data, it should be successfully recognized.
Prefix Files	CoverLetter111111.doc ExpRevGrp.doc WTB-1.xlsx	Prefix (e.g. "CoverLetter"), optionally followed by any additional text desired as long as it does not conflict with the general file naming restrictions described in the following section.
Other	Other-Materials.pdf	Any file which does not adhere to any of the above guidance, or which is in a sub-folder within the submission folder, will be categorized as 'Other'.

MCR eF Walkthrough – Bulk e-File – Bulk Upload

 Medicare Cost Report e-Filing System (MCR eF) Home Accessibility Help Logout
User ID: Sample User
Wednesday, October 14, 2020

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).

* 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 – e-File History

Home **Bulk e-File**

Bulk Upload **e-File History**

e-File History

[Address All Warnings](#)

Most Recent per Provider/FYE
 Show entries [Export To Excel](#) [Refresh](#)

All History

Filters

Upload ID

Upload File Name

Upload Date
From To

Uploaded By

Provider #

Fiscal Year End
From To

Load Status

Pending (0)

Processing (0)

Warning (4)

Expired Warning (1)

Success (15)

Error (50)

[Clear Filters](#)

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			10/10/2020 9:39 AM ET	USER, SAMPLE			Pending	
447	CostReports.zip	3193308	111111_2019-12-31_FULL	10/08/2020 3:56 PM ET	USER, SAMPLE	11-1111	12/31/2019	Success	
447	CostReports.zip	3193304	222222_2019-12-31_FULL	10/08/2020 3:56 PM ET	USER, SAMPLE	22-2222	12/31/2019	Warning	C459: One or more documents were identified as potentially needing to be included with the cost report materials.
447	CostReports.zip	3193306	333333_2019-12-31_FULL	10/08/2020 3:56 PM ET	USER, SAMPLE	33-3333	12/31/2019	Error	C433: Signed Certification Page required.
447	CostReports.zip	3193238		10/08/2020 3:56 PM ET	USER, SAMPLE			Error	B445: Files not in folder
446	CR-Materials -3-ESE.zip	3192622	444444_2019-12-31_FULL	09/25/2020 4:02 PM ET	USER, SAMPLE	44-4444	12/31/2019	Warning	R1006: ECR - More recent CR transmittal available.
		3192577	Individual e-Filing Page	09/25/2020 11:57 AM ET	USER, SAMPLE	55-5555	12/31/2019	Success	
445	CR-Materials.zip	3191441	123456_2019-12-31_FULL	09/22/2020 9:57 AM ET	USER, SAMPLE	12-3456	12/31/2019	Success	

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

Home **Bulk e-File**

Bulk Upload **e-File History**

e-File History

[Address All Warnings](#)

Most Recent per Provider/FYE
 Show entries [Export To Excel](#) [Refresh](#)

All History

Filters

Upload ID

Upload File Name

Upload Date
From To

Uploaded By

Provider #

Fiscal Year End
From To

Load Status

Pending (0)

Processing (0)

Warning (4)

Expired Warning (1)

Success (15)

Error (50)

[Clear Filters](#)

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			10/10/2020 9:39 AM ET	USER, SAMPLE			Pending	
447	CostReports.zip	3193308	111111_2019-12-31_FULL	10/08/2020 3:56 PM ET	USER, SAMPLE	11-1111	12/31/2019	Success	
447	CostReports.zip	3193304	222222_2019-12-31_FULL	10/08/2020 3:56 PM ET	USER, SAMPLE	22-2222	12/31/2019	Warning	C459: One or more documents were identified as potentially needing to be included with the cost report materials.
447	CostReports.zip	3193306	333333_2019-12-31_FULL	10/08/2020 3:56 PM ET	USER, SAMPLE	33-3333	12/31/2019	Error	C433: Signed Certification Page required.
447	CostReports.zip	3193238		10/08/2020 3:56 PM ET	USER, SAMPLE			Error	B445: Files not in folder
446	CR-Materials -3-ESE.zip	3192622	444444_2019-12-31_FULL	09/25/2020 4:02 PM ET	USER, SAMPLE	44-4444	12/31/2019	Warning	R1006: ECR - More recent CR transmittal available.
		3192577	Individual e-Filing Page	09/25/2020 11:57 AM ET	USER, SAMPLE	55-5555	12/31/2019	Success	
445	CR-Materials.zip	3191441	123456_2019-12-31_FULL	09/22/2020 9:57 AM ET	USER, SAMPLE	12-3456	12/31/2019	Success	

MCR e-File Walkthrough – Bulk e-File – Status Details

Home **Bulk e-File**

Bulk Upload **e-File History**

Status Details

[Back to e-File History](#)

Upload ID:	447	Provider #:	222222
Upload File Name:	CostReports.zip	Fiscal Year End:	12/31/2019
e-Filing ID:	3193304	Load Status:	Warning
Submission Folder Name:	222222_2019-12-31_Full	Medicare Utilization:	Full
Upload Date and Time:	10/08/2020 3:56 PM ET	First Cost Report:	No
e-Postmark Date:	(See warning messages below)		

File	File Name
Cover Letter	COVERLETTER_222222.19A1.DOC
ECR	EC222222.19A1
Full CR Image	PI222222.19A1.PDF
IRIS	A222222_2019-09-30.DBF
IRIS	M222222_2019-09-30.DBF
Other File	CROSSWALK.PDF
Signed Certification Page	SC222222.19A1.PDF

Messages

Note: the option to Acknowledge Warning(s) and Proceed will expire 21 days from the Upload Date.

Warning Messages

Warning W459: Based on your Provider Type or the contents of your ECR, MCR e-File has identified the following File Categories that should have been included within your Cost Report Materials:

- Expense/Revenue Groupings
- Financial Statements or Justification
- PS&R Crosswalk
- Working Trial Balance

If you acknowledge, then the submission will be sent to your MAC without the missing documents identified above.

Please note that if you proceed, you may need to submit these documents directly to your MAC. To include these documents, do not acknowledge the warning and please re-upload only the revised submission with the full set of materials.

[Back to e-File History](#)



MCRReF Home Page



MCR eF Walkthrough – Home Page

Medicare Cost Report e-Filing System (MCR eF)

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 User ID: Sample User
 Wednesday, October 14, 2020

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[Bulk e-File](#)

Home

Filters

Quick Search

Fiscal Year End
 From To

CR Status

Pending Receipt (13)

Processing (3)

Reopening/Appeal (1)

Complete (23)

Bulk e-Filing Issue(s)

⚠ Warning (1)

❌ Error (5)

Show entries

Provider # ¹ ▲	Provider Name	FYE ¹ ▼	Cost Report Status ¹ ▲	Action
11-1111	Sample Hospital #1	09/30/2020	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2020	Pending Receipt ❌	E-File CR
33-3333	Sample Hospital #3	09/30/2020	Pending Receipt ❌	E-File CR
11-1111	Sample Hospital #1	09/30/2020	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2020	Pending Receipt	E-File CR
33-3333	Sample Hospital #3	09/30/2020	Pending Receipt	E-File CR
11-1111	Sample Hospital #1	09/30/2019	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2019	Pending Receipt	E-File CR
33-3333	Sample Hospital #3	09/30/2019	Pending Receipt	E-File CR
11-1111	Sample Hospital #1	09/30/2019	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2019	Pending Receipt	E-File CR
33-3333	Sample Hospital #3	09/30/2019	Pending Receipt	E-File CR
11-1111	Sample Hospital #1	09/30/2019	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	06/30/2018	Processing	E-File CR
33-3333	Sample Hospital #1	06/30/2018	Processing ❌	E-File CR
11-1111	Sample Hospital #1	06/30/2018	Processing ⚠	E-File CR
22-2222	Sample Hospital #1	06/30/2018	Reopening/Appeal	E-File CR
33-3333	Sample Hospital #3	06/30/2018	Complete	E-File CR
11-1111	Sample Hospital #1	06/30/2018	Complete	E-File CR

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MCR eF Walkthrough – Home Page

CMS Medicare Cost Report e-Filing System (MCR eF) Home Accessibility Help Logout
User ID: Sample User
Wednesday, October 14, 2020

Home Bulk e-File

Home

Filters Show 20 entries Export To Excel

Quick Search

Fiscal Year End
From 01/01/2010 To 09/30/2020

CR Status
 Pending Receipt (13)
 Processing (3)
 Reopening/Appeal (1)
 Complete (23)

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


Provider #	Provider Name	FYE	Cost Report Status	Action
11-1111	Sample Hospital #1	09/30/2020	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2020	Pending Receipt	E-File CR
33-3333	Sample Hospital #3	09/30/2020	Pending Receipt	E-File CR
11-1111	Sample Hospital #1	09/30/2020	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2020	Pending Receipt	E-File CR
33-3333	Sample Hospital #3	09/30/2020	Pending Receipt	E-File CR
11-1111	Sample Hospital #1	09/30/2019	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2019	Pending Receipt	E-File CR
33-3333	Sample Hospital #3	09/30/2019	Pending Receipt	E-File CR

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

- Confirm that the SO of your organization has properly registered the CCN 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.



MCR eF Walkthrough – Home Page


Medicare Cost Report e-Filing System (MCR eF)

[Home](#) [Accessibility](#) [Help](#) [Logout](#)
 User ID: Sample User
 Wednesday, October 14, 2020

Home

Bulk e-File

Home

Filters

Quick Search

Fiscal Year End
From **To**

CR Status

Pending Receipt (13)

Processing (3)

Reopening/Appeal (1)

Complete (23)

Bulk e-Filing Issue(s)


⚠ Warning (1)

❌ Error (5)

Show entries

Provider # ¹ ▲	Provider Name	FYE ¹ ▼	Cost Report Status ¹ ▲	Action
11-1111	Sample Hospital #1	09/30/2020	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2020	Pending Receipt ❌	E-File CR
33-3333	Sample Hospital #3	09/30/2020	Pending Receipt ❌	E-File CR
11-1111	Sample Hospital #1	09/30/2020	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2020	Pending Receipt	E-File CR
33-3333	Sample Hospital #3	09/30/2020	Pending Receipt	E-File CR
11-1111	Sample Hospital #1	09/30/2019	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2019	Pending Receipt	E-File CR
33-3333	Sample Hospital #3	09/30/2019	Pending Receipt	E-File CR
11-1111	Sample Hospital #1	09/30/2019	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	09/30/2019	Pending Receipt	E-File CR
33-3333	Sample Hospital #3	09/30/2019	Pending Receipt	E-File CR
11-1111	Sample Hospital #1	09/30/2019	Pending Receipt	E-File CR
22-2222	Sample Hospital #2	06/30/2018	Processing	E-File CR
33-3333	Sample Hospital #1	06/30/2018	Processing ❌	E-File CR
11-1111	Sample Hospital #1	06/30/2018	Processing ⚠	E-File CR
22-2222	Sample Hospital #1	06/30/2018	Reopening/Appeal	E-File CR
33-3333	Sample Hospital #3	06/30/2018	Complete	E-File CR
11-1111	Sample Hospital #1	06/30/2018	Complete	E-File CR

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MCR eF Walkthrough – View Details

11-1111 Sample Hospital #1 - 12/31/2019
CR Status: Complete

Jurisdiction 1 - Sample MAC

Submission
Accepted

Tentative Settlement
Issued

Review
Audit Complete

NPR
Issued

Reopenings/Revised NPRs
None

Appeals
None

Submission

Accepted

CR Due Date: 07/31/2020 **Expected Provider(s):** 11-1111

Submission #: 1	E-Filing ID: 3098964
Received Date: 03/27/2020	Accepted Date: 03/27/2020
Status: Accepted As Filed	

Tentative Settlement

Issued

Submission #: 1
Letter Date: 04/01/2020

Review

Audit Complete

Desk Review Start Date: 04/05/2020	Audit Start Date: 05/02/2020
Desk Review Complete Date: 05/01/2020	Pre-Exit Conference Date: 05/10/2020
	Exit Conference Date: 06/01/2020

NPR

Issued

NPR Date: 07/01/2020

+ Reopenings/Revised NPRs

None

+ Appeals

None

MCR eF Walkthrough – View Details

22-2222 Sample Hospital #2 - 12/31/2019
CR Status: Reopening/Appeal

Jurisdiction 1 - Sample MAC

✓ Submission
Accepted

✓ Tentative Settlement
Issued

✓ Review
Audit Complete

✓ NPR
Issued

⋮ Reopenings/Revised NPRs
1 of 1 Open

⋮ Appeals
1 of 1 Open

+ Submission

Accepted

+ Tentative Settlement

Issued

+ Review

Audit Complete

+ NPR

Issued

- Reopenings/Revised NPRs

1 of 1 Open

Open

Request ID:	C	Issue Types:	Bad Debts, Cost Issues, Home Office
Reason:	Contractor Initiated	Costs, Remand - Hospice	
Decision:	Remand	Decision Date:	05/12/2020
Open Information Request(s):	05/14/2020 05/15/2020 05/16/2020	Final Information Received Date:	
Revised NPR Date:			

Closed

There are no closed Reopenings/Revised NPRs for the year.

- Appeals

1 of 1 Open

Note: Please refer to OH CDMS for official PRRB appeals information.

Open

Case Number:	25-0001	Partial Resolution(s):	
Case Type:	PRRB - Individual	Type: Administrative Resolution	
Acknowledgement Date:	02/03/2020	Date: 02/09/2020	
Provider Preliminary Position Paper Received:	02/05/2020		
Provider Final Position Paper Received:	02/07/2020		
Hearing Status:	Live Hearing Held		
Hearing Date:	02/08/2020		

Closed

There are no Closed Appeals for the year.



E-File Walkthrough



MCR eF Walkthrough – e-File

CMS Medicare Cost Report e-Filing System (MCR eF) Home Accessibility Help Logout
User ID: Sample
Monday, April 19, 2021

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e-File Cost Report Materials

[Printer Friendly Version](#)

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

Provider ¹ 11-1111 Test Provider **Fiscal Year End** ¹ 09/30/2019

Medicare Utilization ¹ **First Cost Report Submission** ¹ 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.

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

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Provider 11-1111 Test Provider **Fiscal Year End** 09/30/2019

Medicare Utilization Full **First Cost Report Submission** Yes
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Reset Submit

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 Required Files: [ECR](#), [Print Image](#), [Signed Certification Page](#)

File Category ▲	File	
Acceptability Documents ¹		
ECR	EC111111.19A1 (67 KB)	<input type="button" value="Remove"/>
Print Image	PI111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
Signed Certification Page	SC111111.19A1.pdf (627 KB)	<input type="button" value="Remove"/>
IRIS	A111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
IRIS	M111111_2019-09-30.DBF (1 KB)	<input type="button" value="Remove"/>
Supporting Documents ¹		
Expense/Revenue Groupings	ExpRevGrp.doc (627 KB)	<input type="button" value="Remove"/>
Financial Statements or Justification	FS - 1.xlsx (83 KB)	<input type="button" value="Remove"/>
PS&R Crosswalk	PSRCrosswalk.doc (627 KB)	<input type="button" value="Remove"/>
Working Trial Balance	WTB - 2019.xlsx (83 KB)	<input type="button" value="Remove"/>
Other Documents ¹		
Other	Additional CR Material.png (15 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).**

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E-Filing Fields

Field Name	Description
Provider	Indicates the provider currently selected for e-filing a cost report
Fiscal Year End	Indicates the fiscal year end currently selected for e-filing a cost report
Medicare Utilization	Allows the provider to select the Medicare Utilization level of the MCR being e-Filed. Options include: 'Full', 'Low', and 'No'.
First Cost Report Submission	Indicates whether or not an MCR has already been recorded as received by the provider's MAC for the selected Provider/FYE.
Cost Report Materials table	Used to upload all materials needed to submit a complete MCR package. This may include Acceptability Documents (such as an ECR or Print Image), Supporting Documents (such as PS&R Crosswalk or Working Trial Balance), and/or any other un-designated files collectively as "Other Documents".



Key Cost Report Materials

File Category	Description
ECR	<p>The electronic cost report file (also known as the 'EC', 'SN', 'HH', 'OP', 'HS', 'RD', 'RF', 'FQ', or 'CM' file)</p> <p>System-required: For all providers filing a Full Medicare Utilization MCR <u>except</u> Home Offices (HOs) and Limited Purpose Insurance Companies (LPICs)</p> <p>Format: A single file generated using a current version of CMS-certified ECR vendor software that is not a PDF, ZIP file or other archive file type</p> <p>File limit: 1 MB</p>
Print Image	<p>The human-readable copy of the cost report, also known as the “PI file” (for Home Offices: the 287-05 cost statement)</p> <p>System-required:</p> <ul style="list-style-type: none">• For all providers filing a Full or Low Medicare Utilization MCR <u>except</u> LPICs.• If an ECR file is uploaded to the ECR row <p>Format: Any human-readable format generated using a current version of CMS-certified ECR vendor software that is not a ZIP file or other archive file type</p> <p>File limit: 10 MB</p>



Key Cost Report Materials

File Category	Description
Signed Certification Page	<p>The electronically-signed Worksheet S certification page (for Home Offices: the 287-05 Schedule A)</p> <p>System-required: For all providers <u>except</u> LPICs Format: Any human-readable format, including encryption codes, generated using a current version of CMS-certified ECR vendor software that is not a ZIP file or other archive file type File limit: 10 MB</p>
IRIS	<p>The Interns and Residents Information System (IRIS) files required for teaching hospitals claiming GME/IME Full Time Equivalents (FTEs) on their cost report</p> <p>System-required: Not presently required by the system, but may do so in the future Format: A set of "M" (Master) and "A" (Assignment) DBF files File limit: 1 MB</p>
Cover Letter	<p>A document describing the nature of the submission or any other information about the submission which the provider wishes to communicate to the MAC up front</p> <p>System-required: For all revised MCRs Format: Any human-readable format that is not a ZIP file or other archive file type File limit: 10 MB</p>



MCR eF Edits

e-Filing Submission:

- The system will perform “receivability” validations to confirm if your MCR is fundamentally sound (eg all required MCR Material files are included, in valid format, and within the size limits; attached files must be virus/malware free, have valid filenames, must not be blank/empty)
- If any error is displayed, your MCR will not be received.
 - Not considered rejections and do not follow CMS’ formal MCR rejection processes.
- If the submission passes all “receivability” validations, you will be directed to a Confirmation screen. This screen will display the following:
 - A success message stating that your MCR is received
 - Your e-Postmark date in Eastern Time, unique e-Filing ID, and all selections for the submission just made
- Confirmation screen: save a copy of this screen’s content for your records



MCR_eF Additional Details

- 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
- 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. MCR_eF 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.



MCReF Additional Details

- Effective 1/2/2019, only 2 CMS-approved methods of MCR submission:
 - Electronic submission via MCReF
 - Physical submission via mail or hand-delivery
- All MCRs for Fiscal Year Ends on or after 12/31/2017 can be e-Filed via MCReF, with the following exceptions that may need to be mailed or hand-delivered:
 - MCRs that would satisfy CMS' Acceptability Criteria but would not pass the "Receivability" checks must be filed via mail or hand-delivery (e.g., a single cost report with more than 350 MB of documentation).
- Providers will not receive an extension for system issues preventing e-Filing.



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 new MCR transmittals which support e-signature for every MCR form (except 287-05: Home Office)
 - An approved form of e-signature (per the 2018 IPPS final rule) is required for signing and subsequently uploading the “Signed Certification Page” in MCRReF
- **If** you file via MCRReF using MCR form 287-05 (current Home Office form), which **does not** support e-signature, you must
 - Upload a scanned copy of the certification page via the “Signed Certification Page” slot.
 - Mail/hand-deliver a hard copy with a signature signed in ink to your MAC which must be received by the MAC within 10-days of MCR submission.
 - Note: forthcoming Home Office form (287-21) will support e-signature. Effective date is still being determined.



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

03-18	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 05-31-2019
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 filed cost report Date: _____ Time: _____ 2. <input type="checkbox"/> Manually submitted 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 or "L" for low.	
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		
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.		
<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 statement to be the legally binding equivalent of my original signature.		
(Signed)	<u>Andrew Smith Michaelson III</u> Chief Financial Officer or Administrator of Provider(s)	
Title	CFO	
Date	4/1/2018	

Valid use of e-signature

Printed, e-signature checkbox Checked and Signed, Scanned

03-18	FORM CMS-2552-10	4090 (Cont.)
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(Signed) <i>Andrew Smith Richardson III</i> Chief Financial Officer or Administrator of Provider(s)		
Title <u> CFO </u>		
Date <u> 4/1/2018 </u>		

Invalid use of e-signature

E-signature checkbox not checked

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Title <u>CFO</u>					
Date <u>4/1/2018</u>					

Invalid use of e-signature

Signature must contain First and Last Name

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Title		CFO	
Date		4/1/2018	

Ongoing Outreach and Education



Ongoing Outreach and Education

- Change Request 10611 – issued 4/30/18
- MLN Matters Article: <https://www.cms.gov/Outreach-and-Education/Medicare-Learning-Network-MLN/MLNMattersArticles/downloads/MM10611.pdf>
- CMS website posting (<https://www.cms.gov/Medicare/Compliance-and-Audits/Part-A-Cost-Report-Audit-and-Reimbursement/MCReF.html>), includes links to:
 - How to Request User Roles
 - MCReF User Manual
 - MLN article
 - FAQs
- Documentation Updates (e.g.: 100-06, PRM 15-1 and 15-2, MCR Transmittal Forms, etc...)



Future MCR eF Enhancements



Continuing Improvements

- Increased tracking of Rates, Tentatives, and NPRs including: EFT #'s, Amounts, and Letters/Documentation
- Streamlining Cost Report Revisions
- Logging Reopening Requests
- One-click access to PS&R Summary Reports



Question & Answer Session



Resources

- E-mail questions relating to MCR eF to:

OFMDPAOQUESTIONS@CMS.HHS.GOV

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



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