

Instructions for Completing CMS Report for EMTALA-Related Services to Undocumented Immigrants Under Section 1011 of the Medicare Modernization Act (MMA) of 2003

Documentation to support all visits, admissions, and charges should be maintained by the provider.

1. Identify the applicable quarter for this report.
2. Enter the total number of emergency department (ED) visits (treat and release, not admitted) provided to undocumented immigrants for purposes of Section 1011 for the quarter. This should reflect the accounts written off during the reporting quarter and not necessarily services provided during the quarter.
3. Enter the total number of admissions for undocumented immigrants for purposes of Section 1011 for the quarter. This should reflect the accounts written off during the quarter and not necessarily services provided during the quarter.
4. Enter the total number of inpatient days associated with the admissions noted in 3 above.
5. Enter the total charges for ED services provided to undocumented immigrants written off in the reporting quarter. This should include both the ED visit charge and any associated ancillary services provided during the encounter. Do not include charges for emergency services bundled into an inpatient admission.
6. Enter the total charges for EMTALA-related inpatient admissions for undocumented immigrants written off in the reporting quarter. Include the charges for inpatient hospitalizations and associated pre-admission ED services and ancillaries.
7. Total lines 5 and 6.
8. Enter the hospital's cost-to-charge ratio from the most recent tentative or final settled cost report. CMS or its contractor will verify the RCC and notify the provider of any changes.
9. Multiply line 5 by line 8.
10. Multiply line 6 by line 8.
11. Enter the sum of lines 9 and 10.
12. Enter the total of any payments received from undocumented immigrants included on this report for the services provided.
13. Enter the total of any payments received during the reporting quarter from outside sources such as foundations, state and local funding, or donations, specific for the care of undocumented immigrants.
14. Enter the total adjustments to reports submitted in a previous quarter. Recoveries on previously claimed accounts are needed when payments are made on behalf of patients previously reported or when patients previously reported as undocumented are found to no longer qualify.
15. Enter the sum of lines 12, 13, and 14.
16. Subtract line 15 from line 11 and enter the difference.
17. Signature of reporting individual.
18. Enter the date the report is completed.