

CMS Integration Utility for PBJ Reporting

Beginning July 1, 2016, all long-term care facilities will be required to track and submit direct care staffing information. The MM Hayes CMS Integration Utility offers an automated, integrated solution to meet this new reporting requirement.

WHAT IS PBJ?

Section 6106 of the Affordable Care Act requires long-term care facilities to submit direct care staffing information (including agency and contract staff) based on payroll and other auditable data. All long-term providers must submit this information to the Centers for Medicare & Medicaid Services (CMS) on a quarterly basis. This electronic data collection program is called the Payroll-Based Journal (PBJ).

The voluntary submission period for testing began on October 1, 2015, and mandatory reporting is scheduled to start on July 1, 2016. The official deadline for the first submission of data to CMS is November 15, 2016; the first submission must include data from July 1 through September 30.

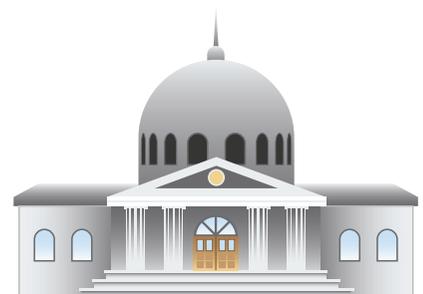
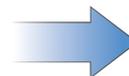
For additional information on the Payroll-Based Journal system and requirements, visit <https://www.cms.gov/Medicare/Quality-Initiatives-Patient-Assessment-Instruments/NursingHomeQualityInits/Staffing-Data-Submission-PBJ.html>

Key Benefits

- **ENSURE** compliance with Payroll-Based Journal (PBJ) requirements
- **SIMPLIFY** electronic PBJ reporting
- **REDUCE** administrative burden of PBJ reporting
- **PROVIDE** a reconciliation report to verify hours and census prior to uploading to CMS
- **PRODUCE** XML output in compliance with CMS requirements for easy electronic filing

HOW MM HAYES AND KRONOS CAN HELP

Long-term care facilities utilizing Kronos Workforce Central can meet PBJ reporting requirements using the MM Hayes CMS Integration Utility. This utility helps organizations ensure compliance by producing XML output in the format required by CMS. With this automated, integrated solution, providers can reduce the administrative burden of data collection and reporting and focus on the core mission to deliver quality resident care.



ACCURATELY CAPTURE AND REPORT DETAILED WORKED HOURS

The Centers for Medicare & Medicaid Services PBJ reporting system is designed to accept two primary submission methods:

1. Manual data entry
2. Uploaded data from an automated payroll or time and attendance system

Manual data entry will be time-consuming and error-prone, making it the least desirable method of reporting for most providers. Uploading electronic payroll file data, though less burdensome, does not eliminate the manual data entry of those required data points not contained in the payroll system (e.g., agency and contract labor, type of work performed).

A complete automated source of detailed worked hour and work type, inclusive of audit trails, can be found in Kronos Workforce Timekeeper. With this data tracked in Workforce Timekeeper, the required reports can be easily produced using the MM Hayes CMS Integration Utility.

AUTOMATED REPORTING MADE SIMPLE

The production and uploading of the required reports for PBJ is simple with the MM Hayes CMS Integration Utility. This utility will produce the reports in the format required by CMS for easy electronic filing.

MM Hayes services and technologies can help:

- Assess the readiness of your Workforce Central Timekeeper setup.
- Provide tools to capture your internal job codes to map to CMS job title categories.
- Produce XML output in compliance with CMS requirements.