CY2026 Continuous Skilled Nursing Annual Staffing Report
January–December 2026

Commonwealth of Massachusetts | Executive Office of Health and Human Services

The Executive Office of Health and Human Services has established annual staffing report requirements for continuous skilled nursing (CSN) agencies under 130 CMR 438.000: *Continuous Skilled Nursing Agency Services*. The CSN annual staffing report for CY2026 is **due February 28, 2027**. Please be sure to complete the annual staffing report in its entirety. Failure to complete all components of the annual staffing form may result in administrative sanctions in accordance with 130 CMR 430.238 through 430.240.

Forms must be signed by the person responsible for the CSN agency's operation in the state. Completed forms must be submitted by February 28, 2027, and sent to support@masshealthltss.com with the subject line "[Agency Name] CSN Annual Staffing Report for CY 26." Failure to submit a completed staffing report by the end of February 2027 may result in administrative sanctions.

Additional details and requirements can be found in Continuous Skilled Nursing Agency Bulletin 21.

SECTION 1: AGENCY INFORMATION (CSN)

Fill out the following sections for your agency, based on your current staffing numbers and nurse wages paid between **January 1, 2026**, and **December 31, 2026**. Please complete the report in full.

Agency name	Agency phone number
Owner, partner, or officer name	
Preparer name and title	
Preparer email address	Preparer phone number
Provider ID and service location	
Number of full-time nurse employees	Number of part-time nurse employees
Number of complex-care assistant employees who are family members	
Number of complex-care assistant employees who are not family members	

SECTION 2: GROSS HOURLY NURSE WAGE INFORMATION

Please use the following charts to enter the **average and median** gross hourly wage data for nurses working in your agency, broken down by licensure, visit type, acuity, and time of visit. A gross hourly wage is the amount an employee earns as compensation before all payroll deductions for taxes, benefits, or wage garnishments. Do not include employee bonuses or overtime in your calculation of gross hourly wages. Report the gross hourly wages for overtime in the Overtime column. Overtime hours are hours worked above 40 hours in a calendar week. The section for high-acuity patient visit refers to the enhanced rate provided to nurses caring for members with high-acuity needs, such as high technology (ventilators, tracheotomies, central lines) or other acuity indicators (such as a higher number of CSN hours, need for higher-skilled nurses, or a geographic location that requires a higher rate). Agencies may have established a separate high-acuity rate.

Average Gross Hourly Wage by Service	Weekday: 7:00 a.m.–3:00 p.m. Mon.–Fri.		Night: 3:00 p.m.–7:00 a.m. Mon.–Thurs.		Weekend: Fri. 3:00 p.m.– Mon. 7:00 a.m.		Holiday		Overtime		Other (optional; please specify)	
	RN	LPN	RN	LPN	RN	LPN	RN	LPN	RN	LPN	RN	LPN
Single patient visit												
Two publicly aided patients' visit												

Average Gross Hourly Wage by Service	Weekday: 7:00 a.m.–3:00 p.m. Mon.–Fri.		Night: 3:00 p.m.–7:00 a.m. Mon.–Thurs.		Weekend: Fri. 3:00 p.m.– Mon. 7:00 a.m.		Holiday		Overtime		Other (optional; please specify)	
	RN	LPN	RN	LPN	RN	LPN	RN	LPN	RN	LPN	RN	LPN
Three publicly aided patients' visit												
High-acuity visit												

Median Gross Hourly Wage by Service	Weekday: 7:00 a.m.–3:00 p.m. Mon.–Fri.		Night: 3:00 p.m.–7:00 a.m. Mon.–Thurs.		Weekend: Fri. 3:00 p.m.– Mon. 7:00 a.m.		Holiday		Overtime		Other (optional; please specify)	
	RN	LPN	RN	LPN	RN	LPN	RN	LPN	RN	LPN	RN	LPN
Single patient' visit												
Two publicly aided patients' visit												
Three publicly aided patients visit												
High-acuity visit												

If your agency has established a high-acuity rate, please describe how it defines high acuity in the space provided.

In the following chart, include the gross salary range, broken down by licensure, for nurses working for your agency. Please don't include employee bonuses or overtime in your calculation of gross hourly wages. Minimum value is the lowest gross hourly wage paid to a nurse employee in CY2026. The maximum value is the highest gross hourly wage paid to a nurse employee in CY2026.

Gross Nurse Salary Range		
Employee	Minimum Value	Maximum Value
RN		
LPN		

If your agency provides wage increases based on criteria like years of experience, advanced degrees, or other nurse qualifications, please provide that detail as well.

In the following table, please indicate the percentage of the MassHealth reimbursement rates for CSN services that are allocated to the following costs.

Agency Cost	**Percentage of MassHealth Reimbursement Rate**
Direct staff wages	
Direct staff benefits (health, retirement, PTO, etc.)	
Administrative staff (wages and benefits)	
Payroll taxes	
Utilities/facilities	
Other administrative costs (supplies, insurance, technology, etc.)	

SECTION 3: STATEMENT OF CERTIFICATION

I attest that I, the submitter, am duly authorized and have full authority to file this staffing report on behalf of the provider. The information herein was provided by the provider (for example, by an executive director, financial officer, owner, partner, or other officer or director of the provider) in connection with this report and certified by the provider under the penalties of perjury to be true, correct, and accurate. I attest, to the best of my knowledge and belief, that this staffing report is a true, correct, and complete statement. This report is subject to audit and verification by MassHealth. By signing in the space provided, I hereby certify that I am the appropriate personal representative who is responsible for the provider's operation in the state and I am authorized to submit this information.

Electronic signature of authorized submitter (typed)

Date

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