




Commonwealth of Massachusetts
Executive Office of Health and Human Services
Office of Medicaid
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Boston, MA 02111
www.mass.gov/masshealth



**MassHealth
Nursing Facility Bulletin 130
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TO: Nursing Facilities Participating in MassHealth
FROM: Terence G. Dougherty, Medicaid Director 
RE: Nursing Facility Resident Census Data Collection

Background

For the past 15 years, nursing facilities have supplied resident census data to MassHealth via phone calls. To make this process more efficient and less time consuming for facilities, MassHealth is instituting a new process for the collection of census data.

**Census Data
Collection Process**

Effective April 1, 2010, census data will be collected through the submission of a form. The form collects the same data elements currently captured through the periodic phone calls from MassHealth.

As in the past, data will be collected as of April 1, July 1, October 1, and January 1. Nursing facilities must identify a staff person to collect and report this data.

As soon as possible, please send an e-mail, but no later than March 19, 2010, to patricia.richmond@state.ma.us with the following information:

- the full name and address of the nursing facility;
- the name and title of the staff person at your nursing facility who will report census data each quarter; and
- the responsible staff person's telephone number and e-mail address.

Please put **NF Quarterly Census Contact** in the subject line of your e-mail message.

When the e-mail address of the designated person has been received, MassHealth will send further instructions to that person about the data collection process, including providing a copy of a form to be submitted.

Questions

If you have any questions about the information in this bulletin, please contact Patricia Richmond at 617-222-7463, or e-mail your inquiry to patricia.richmond@state.ma.us.
