



Webinar Q&A: Overcoming PBJ Obstacles and Ensuring Compliance May 2016

CMS Submission and XML Files

As with the CASPER and MDS Submissions, is there an option for corporate access to multiple facilities for PBJ submissions?

-Yes. See the PBJ registration page.

Once we upload an XML file to CMS, can we see PBJ information in a readable format? Are we able to see the employee and the hours per day?

-You can see this via the Prime Care Technologies PBJ Reporting solution prior to creating the XML file. You can also see the data via the CMS site.

What submitted PBJ data might be red flagged and what are the repercussions?

-Excessive hours, data inconsistencies and non-auditable data could be flagged. If errors are found, there may be penalties and/or fines.

What program would you suggest to automatically convert data into an XML file?

-Prime Care Technologies PBJ Reporting solution.

Does your solution submit required PBJ data to the CMS site or do you just prepare the report for us to upload?

-You would download the report from our solution and upload it to CMS.

If we are a Medicaid/private pay LTC facility only and not skilled, do we need to submit PBJ reporting?

-If Medicaid pays, it's likely. But, you should confirm with CMS.

Does a facility get just one PBJ ID, even if several people are registered?

-Yes

Do the two user IDs per facility apply to PBJ or CMS system access?

-PBJ.

If a salaried employee works an extra shift on an hourly basis, must they then have two unique IDs?

-No, just one. However, they must get paid for all hours submitted. They cannot be paid for 40 hours and work as an RN for 12 more without additional, reasonable pay

Reporting Staff Hours

I work at a facility with long-term care beds, skilled beds and an attached assisted living facility. Do we report staff hours for all of these in our PBJ report?

-No, you would report only hours for staff working with skilled beds.

How should the physician's time be reported as it relates to visit, rounds and Medicare billing?

-If the physician is billing Medicare, Medicaid or another payer, you should not report these hours as part of your PBJ. If your facility contracts with the physician to visit residents, these actual hours should be reported.

Regarding the physician/medical director, should we include hours for patients they are billing as MCR B?

-No. You would not include hours if they bill payers on their own.

Should we include doctors who come to see their residents here at the nursing home in our PBJ report?

-No, they bill on their own.

We have a physical therapy aide; should we report their billable time, if any?

-Any hours related to patient care should be reported in your PBJ submission.

Since we are not billing for any of the services provided by our dentists and podiatrists, would we report any of their hours as part of our PBJ?

-No.

Should we report staff hours for MDS nurses, if they conduct direct patient assessments?

-Yes, you would report these hours as administrative in your PBJ submission.

How many hours of a physical therapist's day should we submit in our PBJ report?

-You should submit the hours during which they actually provide therapy.

Should we include contract therapy hours in PBJ reports?

-Yes.

How should we classify MDS and clinical informatics?

-RN or LPN with administrative duties.

Is there a difference in reporting staff hours when you have both dually certified and non-certified beds?

-Non-certified beds are typically assisted or independent living (ALF/ILF) beds; you would not include these hours or census in your PBJ report.

If we don't pay employee for hours due to missed punches, do we need to report these in our PBJ?

-Yes. You should correct missed punches and report all hours.

Is LVN and RN overtime for charting classified as administrative?

-No, it is considered patient care.

When the charge nurse makes rounds with the doctors to get all orders, would this be classified as nursing care or administrative?

-Probably administrative, but you should confirm with CMS.

PrimeVIEW/PBJ Reporting

PBJ Reporting resides within our primeVIEW business performance dashboard, but it can be purchased on a stand-alone basis.

How can we link payroll and census data?

You just need to link time and attendance, not payroll, to census. Our PBJ Reporting solution does this.

What time and attendance systems do you partnered with -- Paychex Flex Time?

-We have not worked yet with Paychex, but it should not be an issue.

Do you interface with our billing/census software company -- NTT Data Insights?

-For PBJ, we typically interface with the labor company. However, we are usually able to get/use a census file from billing systems.

Do you interface with Payroll Masters, our time and attendance vendor?

-Not at this time, but it should not be a problem as long as they are willing to provide a file.

Does your PBJ solution account for hours that are already billed by Medicare?

-Hours billed to Medicare/any payer by a contractor should not be reported by the facility.

How much does your solution cost?

-Contact sales@primeicaretech.com for pricing.

Other

What are facility staffing coordinators responsible for when it comes to PBJ?

-This is up to your organization.

Any suggestions if our time and attendance system can't accommodate the midnight rule?

-Just changing your payroll so you can comply with CMS.

I had a couple of technical questions and I am looking for some direction. Could you recommend anyone?

-Contact sales@primeicaretech.com and they will engage the product management team as needed for technical questions.

How does PBJ affect the 5 star rating?

-It doesn't currently, but CMS will begin using PBJ-reported hours for the staffing section next year.