

MEMORANDUM

Texas Department of Human Services * Long Term Care/Policy

TO: LTC-R Regional Directors
Section/Unit Managers

FROM: Marc Gold
Section Manager
Long Term Care-Policy
State Office MC: W-519

SUBJECT: Regional Survey & Certification Letter #99-10

DATE: March 24, 1999

The attached RS&C Letter is being provided to you for information purposes and should be shared with all professional staff.

- RS&C Letter No. 99-10 -- Request for Quarterly Information From the State Agencies on Their Quality Improvement Program (SAQIP); Call Beverly Tucker, Section Manager, Professional Services, at (512) 438-2631.

If you have any questions, please direct inquiries to the individuals or sections listed above.

~Original Signature on File~

Marc Gold

Attachment

DEPARTMENT OF HEALTH & HUMAN SERVICES
Health Care Financing Administration

Region VI
1301 Young Street, Room 833
Dallas, Texas 75202

March 9, 1999

REGIONAL SURVEY AND CERTIFICATION LETTER NO: 99-10

To: All State Survey Agencies (Action)
All Title XIX Single State Agencies (Action)

Subject: Request for Quarterly Information From the State Agencies on Their Quality Improvement Program (SAQIP)

To more effectively monitor the State Agencies' Quality Improvement Program, we are asking that each State Agency share its SAQIP data with us on a quarterly basis in addition to the annual end of the year SAQIP report. The SAQIP coordinators should forward a copy of their quarterly data to the Regional Office as soon as it has been compiled and the results are known. Generally, this should be within two months of completion of the quarter. The time frames for submission are:

Data on the 1st quarter (Oct. - Dec.) is due into the HCFA Regional Office by Mar. 1.
Data on the 2nd quarter (Jan. - March.) is due into the HCFA Regional Office by June 1.
Data on the 3rd quarter (April - May) is due into the HCFA Regional Office by Sept. 1.
Data on the 4th quarter (June - Aug.) may be sent into HCFA as part of the SAQIP end of the year report.

It is not necessary for the State Agency to follow the summary format used for the SAQIP's end of the year report or to design any special report for submission of the quarterly information due by March 1st, June 1st and Sept. 1st. We merely want a copy of the SAQIP coordinators' data for each Standard. The material may be mailed or faxed to:

Karen Herbelin
FAX# (214) 767-0270
HCFA
1301 Young Street, Suite 833
Dallas, TX 75202

Please note that since this letter was mailed after March 1, 1999, for FY99 only, the due date for the SAQIP data from the first quarter is April 1, 1999. If you have any questions concerning this letter, please contact Karen Herbelin at (214) 7867-4422. Thank you for your time and attention to this matter.

Sincerely,
~Signature on File~
Calvin Cline, Chief
Operations Branch
Division of Medicaid and State Operations