

January 13, 2009

BFSA0109/01

Dear Administrator:

Once again it is time to prepare the Fair Rental Value Report for the period March 1, 2008 through February 28, 2009. This report is optional; however, a timely and accurate report must be submitted to receive a property rate adjustment. The report forms and supporting documents are **due in our office no later than Monday, March 2, 2009 by 6:00 p.m. No extensions will be granted.**

FRV reports and supporting documentation received after March 2, 2009 will not be accepted. Reports and supporting documentation in transit as of March 2, 2009 but received after that date will not be accepted. An incomplete report will not be considered as having been submitted on time. An incomplete report is a report where a required schedule is missing or incomplete.

Major Renovation information claimed on the report that is not substantiated by the submitted supporting documentation will not allowed. It is, therefore, essential that complete supporting documentation, as described in the instructions, be included with the report's submission.

Please read the instructions carefully before completing the forms. The instructions and forms can be found at:

<http://health.utah.gov/medicaid/stplan/NursingHomes/NhFcpForms.htm>

Please e-mail an electronic version to: dickjeffs@utah.gov. Also, please mail one original set of the forms and supporting documentation to:

**Via U.S. Mail**

Utah Department of Health  
Division of Health Care Financing  
Audit Unit, 3rd Floor  
Attn: Dick Jeffs  
PO Box 143104  
Salt Lake City UT 84114-3104

**Via UPS or FedEx**

Utah Department of Health  
Division of Health Care Financing  
Audit Unit, 3rd Floor  
Attn: Dick Jeffs  
288 North 1460 West  
Salt Lake City, UT 84116-3231

As a reminder, the Monday, March 2, 2009 deadline applies to both the electronic copy and hard copy. If you have any questions concerning the instructions or forms, please contact Dick Jeffs at dickjeffs@utah.gov, (801) 538-6034; or Roger Price at rogerprice@utah.gov, (801) 538-6468.

Sincerely,

*Dick Jeffs*

Dick Jeffs  
Medicaid Auditor

*Roger Price*

Roger Price  
Medicaid Auditor