

January 31, 2012

Dear Administrator and FRV Report Preparer:

It is that time of year to prepare the Fair Rental Value Report for the period March 1, 2011 through February 29, 2012. 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 Thursday, March 1, 2012 by 6:00 p.m. No extensions will be granted.**

FRV reports and supporting documentation received after March 1, 2012 will not be accepted. An incomplete report will not be considered as having been submitted on time. "Major Renovation" information claimed on the report that is not substantiated by submitted supporting documentation will not be allowed.

Please read the instructions carefully before completing the forms. **Note that the instructions regarding required documentation have changed.** The instructions and forms can be found at: <http://health.utah.gov/medicaid/stplan/NursingHomes/NhFcpForms.htm>

Send an electronic version to: dmeadows@utah.gov and mail a hard copy version plus the supporting documentation to:

(Via U.S. Mail)

Utah Department of Health
Office of Internal Audit, 4th Floor
Attn: David Meadows
PO Box 144006
Salt Lake City UT 84114-4006

(Via UPS or FedEx)

Utah Department of Health
Office of Internal Audit, 4th Floor
Attn: David Meadows
288 North 1460 West
Salt Lake City, UT 84116-3231

As a reminder, the Thursday, March 1, 2012 deadline applies to both the electronic copy and hard copy. If you have any questions concerning the instructions or forms, please contact me at dmeadows@utah.gov or (801) 538-6790.

Sincerely,



David Meadows, Auditor