Medicare Ground Ambulance Data Collection System (GADCS):
Top 5 Tips for
Selected Organizations in Years 1, 2, 3, and 4

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Today's session...

Covers our **top five GADCS tips**

Is intended as a resource to all selected ground ambulance organizations

Draws on prior webinars, Q&A sessions, and the GADCS FAQ

Does not assume you participated in prior GADCS educational sessions

What is the GADCS?

The GADCS:

Is a new data collection system required by Congress

Collects information related to ground ambulance organization costs, revenue, and utilization

Contains a web-based portal and a set of questions and instructions (the "instrument")

Will collect data used by the Medicare Payment Advisory Commission (MedPAC) to assess the adequacy of Medicare payment for ground ambulance services

Is required for selected ground ambulance organizations

Tip #1: Familiarize yourself with CMS' GADCS resources

All the resources below are available on the GADCS website:
https://www.cms.gov/Medicare/Medicare-Fee-for-Service-Payment/AmbulanceFeeSchedule/Ground-Ambulance-Services-Data-Collection-System

Resource	Direct Link
Printable version of the GADCS questions (the "instrument")	https://www.cms.gov/Medicare/Medicare-Fee-for-Service-Payment/AmbulanceFeeSchedule/Downloads/Medicare-Ground-Ambulance-Data-Collection-System-Instrument.pdf
GADCS User Guide	https://www.cms.gov/files/document/gadcs-user-guide.pdf
GADCS Frequently Asked Questions (FAQ)	https://www.cms.gov/Medicare/Medicare-Fee-for-Service-Payment/AmbulanceFeeSchedule/Downloads/Medicare-Ground-Ambulance-FAQs.pdf
Prior educational webinars and Q&A sessions	https://www.cms.gov/medicare/ambulance-fee-schedule-zip-code-files/ambulance-events • A GADCS overview • GADCS changes in the CY 2022 Physician Fee Schedule Final Rule (87 FR 70014 -70023) • For specific organization types: fire department and other public safety-based organizations; Medicare providers of services like hospitals; organizations billing under multiple NPIs; and volunteer organizations • On specific sections of the GADCS instrument (Labor, Revenue)

Allocation Tip Sheet Example, Part I

The Allocating Costs and Revenues Tip Sheet

- The GADCS ensures flexibility for organizations to choose their allocation method which can vary by Section and Question

Type of Expense	Potential Allocation Approach
Facility expenses	Share of square footage
Non-medical equipment	Share of responses
Vehicle expenses	Share of mileage

For more information on allocation approaches, see the Allocation Tip Sheet posted on CMS' GADCS website

Allocation Tip Sheet Example, Part II

Option 1: Report total amount and ground ambulance share separately:

Total Expenses: $100,000

AND

	% Ground Ambulance: 70%

GADCS calculates 70% of $100,000 = $70,000

Option 2: Calculate a ground ambulance amount yourself:

[Before entering data into GADCS, NPI calculates 70% of $100,000 = $70,000]

Total Ground Ambulance Expenses: $70,000

GADCS uses the expense as provided ($70,000)

Tip #2: Confirm when your organization needs to collect and report information

Year 1 and Year 2 organizations actively collecting and reporting data

- CMS already selected and notified first two groups of GADCS participants

- Data collection started in 2022, must **report data** starting in 2023

- Report data within 5 months after your data collection period ends. For more information on how to access the system:
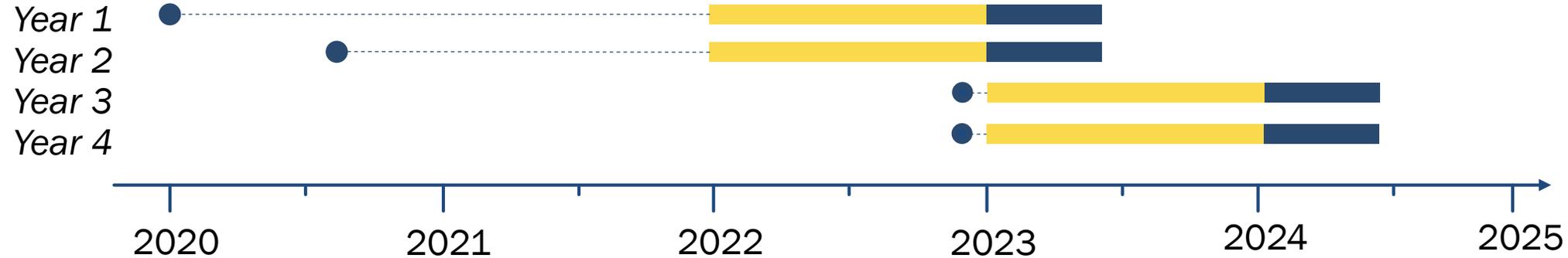 - www.cms.gov/files/document/quick-tips-registration-and-requesting-access-gadcs-portal.pdf

Year 3 and 4 organizations selected and contacted by CMS

- "Year 3" and "Year 4" organizations selected and notified on 11/7/22

- Required to report your organization's start date of data collection period and contact information at:
  - www.palmettogba.com/GADCS_initial_submission

- Must **collect data** starting in 2023 and **report data** starting in 2024
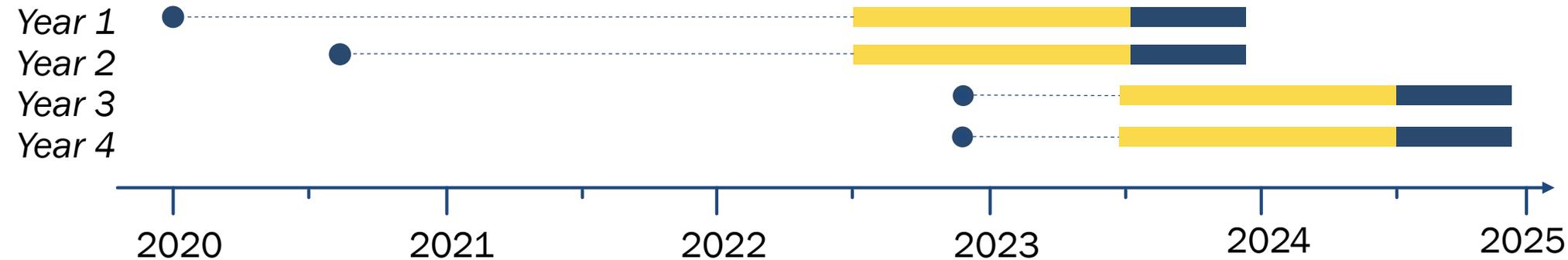
Years 1 through 4 of selected National Provider Identifiers (NPI) are listed on CMS' GADCS website

Examples of Data Collection and Reporting Timelines

JAN 1 data collection period start date

Year 1
Year 2
Year 3
Year 4

2020   2021   2022   2023   2024   2025

JULY 1 data collection period start date

Year 1
Year 2
Year 3
Year 4

2020   2021   2022   2023   2024   2025

● Sample selected and posted   Organizations collecting data   Organizations reporting data

Tip #3: Decide ahead of time whether to use a template to submit facility/vehicle data.

- GADCS gives you the choice to enter facility/vehicle-level information **by hand** or to **import a completed Excel template.**
  - Organizations with many facilities and vehicles may prefer the template
  - Those with few (e.g., <5) facilities and vehicles may find it easier to enter information directly into the instrument

- The import template is available only for facility/vehicle-level tables in Sections 8 and 9.
  - You will have to answer other Section 8 and Section 9 questions via the web-based instrument (i.e., not via the imported Excel file)
  - All other sections must be answered in the web-based instrument.

See the slides and files from CMS' <u>August 4, 2022 GADCS templates webinar</u> for details:
https://www.cms.gov/files/document/medicare-ground-ambulance-data-collection-systemusing-facilities-and-vehicles-templates-slide.pdf

Tip #4: Coordinate with your billing staff or company

- You'll need to report ground ambulance service volume by billing code and revenue by payer.

- Later, you'll be asked for revenue received—not billed—by payer.

- Billing staff and companies can run reports to make gathering and reporting this information easier.

- Also, connect early on with others that need to send you information.
  - You may need to collect and report expenses paid by other parts of your municipal government (e.g., fuel, benefits, facility maintenance).

Tip #5: Steps to getting access to the system

- Register in advance to get access to the GADCS Portal:
  - First, register for a user ID and password in CMS' Enterprise Identify Management (IDM) system.
  - Once you have the user ID and password, request your GADCS role.

- For more information on registration and requesting access to the GADCS Portal, see the GADCS Portal Quick Tips document on CMS' GADCS website

CMS is limiting access to the GADCS portal to those that are on the list of contacts. Ensure your name is listed as one of the contacts for your organization when you reported your initial data collection period to Palmetto GBA's website.

Common GADCS Questions

Question	Answer
1. Why is CMS collecting this data?	1. CMS is required by statute to collect this data. It will be analyzed by MedPAC to inform recommendations on Medicare payment rates for ground ambulance services.
2. Has my organization been selected to participate?	2. Lists of selected organizations are at the website above. Year 1 and 2 organizations have already begun to collect and report data. Year 3 and 4 organizations recently received notification letters from their Medicare Administrative Contractors (MACs).
3. Is participation required?	3. Yes. Organizations that do not sufficiently submit data will receive a 10% Medicare Part B payment reduction for ground ambulance services provided during the next calendar year.
4. When will we need to collect and report data?	4. The FAQ at the website above includes examples. Organizations collect data over a 12-month period and have 5 months to report data after the data collection period has ended.
5. How do I inform CMS of our data collection start date?	5. Report or revise your initial information, including your data collection period start date and contact information, at Palmetto GBA's website: https://www.palmettogba.com/palmetto/gambulance.nsf/
6. How do we report data?	6. CMS developed a web-based portal that opened January 1, 2023. Year 1 and 2 organizations that have finished data collection may report data via this portal. Year 3 and 4 organizations may begin reporting data in this portal starting in 2024.