Colorado Department of Health Care Policy and Financing
Colorado Long Term Care Online (COLTCO)

The Colorado Long Term Care Online (COLTCO) website was developed to give **Colorado Medicaid nursing facility providers** and **Colorado Department of Health Care Policy and Financing (HCPF)** online access to Medicaid audit and rate-setting data. Data included in the website is primarily derived from cost report data submitted by Colorado Medicaid nursing facility providers.

Providing access to this data online will **benefit HCPF** by:
- Increasing HCPF productivity (Currently, the data included on the proposed website is only available to providers by calling HCPF staff)
- Increasing nursing facility provider satisfaction by making desired data immediately available

The system has been developed for four levels of authorized access:
1. **Administrators** - access to all providers and cost reports (M&S and designated HCPF employees).
2. **Nursing Facility Chains** - access to all cost report data for facilities in their chain.
3. **Single Facilities** - access only to the cost report data for their facility.
4. **Pubic Domain** – unlimited access.

COLTCO has a login screen with username and password combinations that determine the level of access. Username/password combinations will be managed by HCPF.

The website includes the following options:

- Unlimited Data Access (Administrators only)
- Basic Provider Info   Password Protected via valid login
- Audit Process Information
- Facility-Specific Data

- Statewide Statistical Data
- 7/1 Rate Components
- Med-13 Form & Instructions   Public Domain – available to all
- Helpful Links
- Feedback & Frequently Asked Questions (FAQ)

Further information regarding the data included in each of the above options is listed on pages 2 through 5.

Unlimited Data Access (HCPF and M&S only)

HCPF and Myers & Stauffer, LC (M&S) will have unlimited access to all available data. Examples include the following:

Cost Report Receipt – Audit Type, Who Entered Cost Report
Audit & Review Processes – Other Auditors, Prefield Completed By Accountant Date, Prefield Reviewer, Prefield Review Completed Date, Review Report Run Date, First Reviewer, First Review Assigned Date, First Review Completed Date, First Review Conference Date, First Review Response Date, First Review Finalized Date, Final Reviewer, Final Review Assigned Date, Final Review Completed Date, Final Review Conference Date, Final Review Response Date, Final Review Finalized Date
Report & Rates Issued – Who Ran Final Report, Who Ran Each Rate
Appeals & Litigation – Reissue Authority

Basic Provider Information (Password Protected)

General Info – Chain, Owner, Manager, County, Fiscal Year End Month, Facility Start Date, Facility Close Date, Class, Active, Urban
Addresses – Address, Phone, Email, Contact Name for facility, chain (if applicable), and manager (if applicable)
Property Appraisals – Effective Date, Appraised FRV, and Description for all property appraisals
Property Adjustments – End Date, Rate Effective Date, Amount, and Description for all property adjustments
Bed Changes - End Date, Rate Effective Date, Amount, Description, and License Date for all bed changes
History Of Changes – Provider Name, Provider Number, Start Date, Close Date, Active, Urban, Class, and Fiscal Year End Month for all iterations of a provider since its inception
Other Facilities In Chain – Chain Name, Provider Name, Provider Number, City, County, and Fiscal Year End Month for all facilities in the same chain as the chosen provider (if applicable)

Audit Process Information (Password Protected)

Cost Report Receipt – Cost Report Period Begin Date, Cost Report Postmarked Date, Cost Report Received Date, Cost Report Preparer, Cost Report Acknowledged Date, Cost Report Entry Completed Date, Cost Report Entered & Valid
Extensions – items that stop the clock on M&S days during the audit process and who the days in this range are charged to including MED-13 Delay In Submitted, Delay In Submitting Checklist Items, Delay In Responding To Info Request, Delay In Responding To Adjustments, M&S Request Delay In Completing, Awaiting Approval Of FYE Change,   Awaiting Case Mix Indexes, Awaiting Appraisal, Hold For Completion Of Prior Audit, Provider Requested Scheduling Delay, Chain Incomplete, and Audit Information Request
Checklist Items – 12 checklist items that are required to begin the audit process and start the clock on M&S days; these each have a receipt date and a status, and the overall checklist complete date

Audit Process Information (Continued) (Password Protected)

Audit Adjustments – For finalized audits only, all M&S audit adjustments including Schedule, Line, Column, Adjustment Code, Amount, Description, Regulatory Cite, and Workpaper Reference

Audit & Review Processes – Audit Begin Date, Exit Conference Date, Audit Complete Date, In-Charge Auditor, Proposed Adjustments Sent To Provider Date, Response Received From Provider Date

Report & Rates Issued – Audit Report Issued Date, Dates of issuance for each rate set by the cost report

Appeals & Litigation – Case Number and Reissue Date for any appeals, informal reconsiderations, or stipulations

Facility-Specific Data (Password Protected)

Cost Report As Submitted – All Medicaid cost report schedules (M, A, B, C, D, E, F) as submitted by the provider in Adobe PDF

Finalized Rate Sheets – For finalized audits only, the Medicaid Reimbursement rates set by the audit process; the user has their choice of any of the rates set by the cost report chosen in Adobe PDF

90/35/30 Day Rule – A summary of the days during the audit process including due dates, stoppages because of extensions, etc. in Adobe PDF

Case Mix Data – Facility-wide average case mix indexes and Medicaid average case mix indexes since the inception of case mix at 07/01/1999 for the chosen provider in Adobe PDF

Statewide Statistical Data (Public Domain)

Semi-Annual Summary: Per Diem Expenses – Averages for each class (1, 2, 4) and individual facility data for Schedule M, Schedule A – General Ledger, Schedule A – Reported Offsets, Schedule C – Hours, Schedule C – Adjusted Costs, and Schedule C – Adjusted Costs With Imputed Occupancy for class 1 facilities; this report is available for any year 2000 or later in Microsoft Excel; static report - updated monthly

Active Colorado Nursing Facility Providers – A listing of all active Medicaid facilities including their name, provider number, class, fiscal year end date, and rate effective dates in Adobe PDF

Case Mix Trends Graph – a graph showing trends since the inception of case mix at 07/01/1999 including Facility Average CMI, Medicaid Day Weighted Facility Average CMI, Medicaid Average CMI, and Medicaid Day Weighted Medicaid Average CMI in Adobe PDF; static report – updated twice yearly

Case Mix Picture Dates – Shows which CMI dates are used for calculating rates for all cost reports end date beginning at 05/31/2004 in Adobe PDF; static report – updated yearly

Statewide Statistical Data (Continued) (Public Domain)

Statistical Data – Calculates aggregate numbers and individual facility data for total hours, total wages, average hourly rate, average hours, average wages, average and total nursing hours, average and total patient days, nursing hours per patient day, average facility wide CMI, average and total ending beds in Microsoft Excel; this report is available for any year 2000 or later

Medicaid Rates: Entire State – All finalized rates for cost reports in a given year; report includes cost report end dates, and information for all 3 rates possible in Adobe PDF; this report is available for any year 2000 or later; static report – updated monthly

Medicaid Rates: By County – All finalized rates for cost reports in a given year for any Colorado county the user selects; report includes cost report end dates, and information for all 3 rates possible in Adobe PDF; this report is available for any year 2000 or later

7/1 Rate Components (Public Domain)

Maximum Cost Array (Adobe PDF) – Maximum reasonable cost array which sets the annual 6% and 8% caps on A&G and DHC costs respectively; report includes the cost report end date, rate effective date used in the calculation, audited status, MED-13 postmarked date, report issued date, Title XIX census, A&G cost, extended A&G cost, DHC cost, other health care cost, facility average CMI, normalized DHC cost, normalized + other DHC cost, extended DHC cost, statewide average CMI, total census, total A&G/DHC cost, weighted average cost, average cost, and 120/125% of weighted average cost in Adobe PDF format; this report is available for any year 2005 or later; static report – new report run each July 1st

Maximum Cost Array (Excel) – Same report as above only in Microsoft Excel format

Statewide Average CMI – Statewide average case mix index calculation used for maximum cost array; this report includes all cost report begin and end dates, quarters 1-4 dates, quarters 1-4 case mix indexes, and the facility average CMI based on these quarters in Adobe PDF; this report is available for any year 2005 or later; static report – new report run each July 1st

Rental Factor – Calculation of rental rate used on rate sheet in Adobe PDF; this report is available for any year 2005 or later; static report – new report run each July 1st

Inflation Indexes – Calculation of inflation indexes used on rate sheet in Adobe PDF; this report is available for any year 2005 or later; static report – new report run each July 1st

Construction Index – Calculation of construction indexes used on rate sheet in Adobe PDF; this report is available for any year 2005 or later; static report – new report run each July 1st

R.S. Means Data – Calculation of R.S. Means index used on rate sheet in Adobe PDF; this report is available for any year 2005 or later; static report – new report run each July 1st

Bed Cap – Calculation of bed cap used on rate sheet in Adobe PDF; this report is available for any year 2005 or later; static report – new report run each July 1st

Med-13 Form and Instructions (Public Domain)

MED-13 Cost Report – In Adobe PDF
MED-13 Cost Report Instructions – In Adobe PDF

Helpful Links (Public Domain)

Hyperlinks to other useful sites including Staff Manual Volume 8 – Nursing Facility Rules, Colorado Revised Statutes Title 26, House Ways & Means Committee, Social Security Administration, U.S. Department Of Health & Human Services, Federal Register, Code Of Federal Regulations, Conference Of State Legislatures, National Governor's Association, State Of Colorado, and Colorado Department Of Public Health & Environment

Feedback & FAQ (Public Domain)

This screen includes a free-form textbox for users to submit comments and suggestions for the website. It also allows the user to optionally leave their name, organization, phone number, and email address if they'd like. Also, a frequently asked questions section will be developed when we hear the same questions repeatedly.