



Department of Health

KATHY HOCHUL
Governor

JAMES V. McDONALD, M.D., M.P.H.
Commissioner

JOHANNE E. MORNE, M.S.
Acting Executive Deputy Commissioner

January 8, 2023

Dear Administrator:

This letter requests information from your facility regarding the State's Minimum Wage increase. In accordance with section 652 of the New York State Labor Law the minimum wage will increase to \$16.00 per hour for New York City, Long Island and Westchester regions and to \$15.00 per hour for the Remainder of State, effective January 1, 2024.

To determine the financial impact of the scheduled minimum wage, increase for calendar year (CY) 2024 Hospices are requested to complete the 2024 Hospice Minimum Wage Survey.

If your Hospice has locations in any region, but your Hospice was not impacted by the increase in minimum wage or you choose to opt-out of completing the survey, you are still required to select the option to opt out, verify your facility's information, and upload a signed attestation.

Please complete the survey found at <https://survey.alchemer.com/s3/7653738/2024-Minimum-Wage-Survey-Hospice> using employee wage data from April 1, 2023 through June 30, 2023 for your facility. Wage data should be consistent with wage data reported on the NYS-45 during the week of April 12, 2023.

To further identify employees impacted by minimum wage increases, Nursing Home Personnel Function Titles from the Institutional Cost Report were assigned 3-digit numeric codes based on groups of similar Occupational titles. Instructions on completing this section are provided in the survey along with a list of titles and their respective codes.

Surveys are due by **COB Thursday, February 1, 2024**. Please be aware that due to time constraints, no extensions will be granted. If your facility is not impacted by the minimum wage increase for calendar year 2023, or you choose to opt-out of the survey, you are still required to complete questions 1-3 and 5-6 of the survey. Failure to complete this survey will result in default to wage data reported in the facility's 2022 cost report and as such may result in no additional reimbursement. CEO/CFO will be required to attest to the validity of the information provided. All data will be reviewed for reasonableness and may be subject to audit.

If you have any questions regarding the Minimum Wage Survey, please send an email with the subject line **Minimum Wage** to Hospice-rates@health.ny.gov.

Sincerely,

Laura Rosenthal
Director, Bureau of Residential Health Care
Reimbursement Division of Finance and Rate Setting
Office of Health Insurance Programs