



Department of Health

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Governor

HOWARD A. ZUCKER, M.D., J.D.
Commissioner

SALLY DRESLIN, M.S., R.N.
Executive Deputy Commissioner

August 9, 2017

Subject: 2018 Minimum Wage Adjustment

Dear Administrator:

This letter is to request information from your facility regarding the State's Minimum Wage increase from January 1, 2018 through January 1, 2021. The Minimum Wage Act (Article 19 of the New York State Labor Law) sets benchmarks for minimum wage through 2021. The Department is surveying health care providers to determine the financial impact of scheduled minimum wage increases over the coming years.

Please complete the survey found at the link shown below using employee wage data from April 1, 2017 through June 30, 2017 for your facility. If your facility has locations in more than one minimum wage region you will be required to provide the minimum wage data for each region within the survey. There are three Minimum Wage regions identified as New York City, Northern Metropolitan (includes Nassau, Suffolk, and Westchester Counties), and the remainder of the state.

To further identify employees impacted by minimum wage increases, Hospice 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 Wednesday, August 23, 2017**. 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 years 2018 through 2021 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 may result in no additional reimbursement for minimum wage. 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.

Minimum Wage Survey:

<http://www.surveygizmo.com/s3/3665058/Minimum-Wage-Survey-Hospice>

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

Sincerely,

Ann Foster
Deputy Director
Office of Health Insurance Programs
Division of Finance and Rate Setting