

# MEMORANDUM

## Department of Aging and Disability Services

**TO:** Regulatory Services Division  
Regional Directors and State Office Managers

**FROM:** Michelle Dionne-Vahalik, Manager  
Policy Development and Support Unit  
State Office MC E-370

**SUBJECT:** Regional Survey and Certification (RS&C) Letter No. 06-04

**DATE:** February 21, 2006

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The attached Centers for Medicare and Medicaid Services (CMS), Regional Survey and Certification (RS&C) Letter was issued on February 8, 2006. This letter, which was distributed by e-mail on February 16<sup>th</sup>, is being provided to you for information purposes and should be shared with all professional staff.

- RS&C Letter No. 06-04 – **Length of time for validity of information on Form CMS-855**

If you have any questions, please contact Bevo Morris, Program Specialist, Policy Development and Support, at (512) 438-2363.

[signature on file]

Michelle Dionne-Vahalik

MDV:bbm

Attachment



**Division of Survey and Certification, Region VI**

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February 8, 2006

**REGIONAL SURVEY AND CERTIFICATION LETTER NO. 06-04**

**TO:** All State Survey Agencies (Action/Information)  
All Title XIX Single State Agencies (Action/Information)

**SUBJECT:** Length of time for validity of information on Form CMS-855

The following information concerning CMS-855A approvals should be considered when state agencies are processing initial applications for Medicare certification.

For delays in processing due to the applicant's action or inaction: If the application is over six months old the provider applicant must update the 855A or resubmit the current Form CMS-855A, whichever is applicable, and sign a new certification statement. This updated resubmittal must be sent to the intermediary. The intermediary will transmit the updated information to the state agency and RO.

For delays in processing due to state agency processing or scheduling: an update or resubmission of Form CMS-855A is not required, even if the application takes more than six months from the time of submission until the applicant has passed a state survey or obtained accreditation. (Program Integrity (PUB.100-08) Chapter 10 - Healthcare Provider/Supplier Enrollment; 12-State Survey/RO Process- Rev. 41, 05-23-03)

Unless the state agency or RO informs the intermediary that the delay was caused by the applicant, the intermediary will assume that the delay is due to state agency processing or scheduling and will not require an update or resubmission of Form CMS-855A.

If you have any questions concerning this process, please contact Jann Caldwell, of my staff, at (214) 767-4401.

Sincerely,

Diane Wade  
Acting Associate Regional Administrator  
Division of Survey and Certification