



**MEMORANDUM**

Date: June 13, 2013

To: Chief Executive Officer  
Chief Financial Officer

From: John Upchurch  
Director, Reimbursement Services  
Division of Financial Management

Subject: State Fiscal Year 2013 UPL Nursing Home Payments for 4<sup>th</sup> Quarter

**BY FACSIMILE AND MAIL**

The Department has received approval from the federal Centers for Medicare and Medicaid Services (CMS) to proceed with issuing UPL payments to nursing homes for the 4<sup>th</sup> quarter of State Fiscal Year 2013. Calculated UPL payment and intergovernmental transfer amounts for your facility is attached. Information about the time schedule and intergovernmental transfers are attached and will also be provided on the Department's web site at [www.dch.georgia.gov](http://www.dch.georgia.gov) by selecting options for "Providers", "Provider Types", "Nursing Home Providers", and "Nursing Home Supplemental Reimbursement". UPL payments are scheduled for release on July 1, 2013, and will depend on the receipt of an intergovernmental transfer from the governmental entity affiliated with your facility.

In order to assure that the timely receipt of intergovernmental transfers can be confirmed, a Notice of Intent to Transfer form **must be submitted** by Wednesday, June 19, 2013, to document the expected method of transfer. The intergovernmental transfer must be received by noon on Friday, June 21, 2013 or the associated UPL payment will be delayed until another date later this year.

This payment will be issued by EFT to the bank account previously used for UPL disbursements to your facility. Typically, there is a 2 to 3 day delay between when EFT transactions are initiated and when the funds are deposited into a provider's bank account. Allowing for such a delay, the UPL payment should be posted to your facility's bank account on or before July 5, 2013. If there has been any change to your facility's banking information, please complete a vendor form and forward information by June 19, 2013, to:

Memorandum to Chief Executive Officer and Chief Financial Officer  
June 13, 2013  
Page 2

Ms. Linda Parson  
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Accounting Manager  
Fax to (770) 344-4208

If you have any questions about this notice, please contact Annetta Smith, Program Director for Supplemental Reimbursement, at (404) 463-6669.

Attachment