

Health Care Employment Agency Quarterly Report: Instructions

The information required for quarterly reporting is outlined in [Iowa Administrative Code 481-55](#). You can use the Excel document provided or use your own template. Please submit the final report as PDF.

1. List of the health care entities participating in Medicare or Medicaid, that your company contracts with to provide staff to perform direct services. Please note that administrative code outlines the types of facilities that should be included in your report: any entities licensed or certified pursuant to Iowa Code chapters 135B (hospitals), 135C (health care facilities, including: a) residential care facilities [RCF], b) nursing facilities, also known as long-term care facilities [LTC], or c) intermediate care facilities for persons with an intellectual disability [ICF/IID]), 135G (subacute mental health care facilities), 135H (psychiatric medical institutions for children [PMIC]), 135J (licensed hospice programs), 231C (assisted living programs [ALP]), and 231D (adult day services) or any ambulatory surgical center, home health agency [HHA], hospice, end-stage renal disease center [ESRD], rural health clinic [RHC], or federally-qualified health care center certified by the Centers for Medicare and Medicaid Services [CMS]. For example:

Entity Name	Address	City
ABC Hospital	555 Main Street	Des Moines
XYZ Assisted Living Center	100 Fifth Street SW	Cedar Rapids

2. Detailed list of average charges to the health care entities participating in Medicare or Medicaid programs, broken down by type of provider and category of worker performing direct services. For example:

Worker Category	Hospitals	LTCs	ALPs
RN	\$100/hr	\$90/hr	\$95/hr
CNA	NA	\$50/hr	\$50/hr

3. Detailed list of average amounts paid to agency workers who work at facilities that participate in Medicare and Medicaid, broken down by type of provider and category of worker performing direct services, as defined by [Iowa Administrative Code 481-55](#). Please note, this includes services performed by registered nurses (RNs), licensed practical nurses (LPNs), certified nurse aides (CNAs), certified medication aides (CMAs), and medication managers. "Direct services" does not include the practice of medicine and surgery or osteopathic medicine and surgery by an individual licensed under Iowa Code chapter 148 or 148C or the practice of nursing by an advanced registered nurse practitioner or an advanced practice registered nurse licensed under Iowa Code chapter 152 or 152E. For purposes of this chapter, janitorial, housekeeping, laundry, and meal preparation services are **not** considered direct services. For example:

Worker Category	Hospitals	LTCs	ALPs
RN	\$30/hr	\$30/hr	\$30/hr
CNA	NA	\$20/hr	\$20/hr