

Process to amend the Hospital Annual Report (HAR) data for the Health Care Cost Information System (HCCIS).

1. If this amendment is being considered to appeal your Medical Care Surcharge amount, you must **first** contact the Minnesota Department of Human Services **within 30 days** of the receipt of your Surcharge bill to be sure that you are in compliance with the Surcharge requirements. Please note that an amendment with MDH does **not** guarantee that your Surcharge will be affected.

HCO Finance Admin
Minnesota Department of Human Services (DHS)
PO Box 64994
St. Paul, MN 55164-0994
DHS.HCOFinanceAdmin@state.mn.us

2. If you are intent on amending the HAR data, please confirm your intent in writing:

Lucas Hovila
Minnesota Hospital Association (MHA)
Suite 350 South
2550 University Ave. W
St. Paul, MN 55114-1900
phone 651-603-3536
fax 651-645-0002
lhovila@mnhospitals.org

and

Amy L. Camp
Minnesota Department of Health (MDH)
Division of Health Policy
Health Care Cost Information System (HCCIS)
PO BOX 64882
St. Paul, MN 55164-0882
phone 651-201-3575
fax 651-201-5179
amy.camp@state.mn.us

3. Your timeline for amending the HAR report is determined by Minnesota Rules Chapter 4650.0141, subpart 1.
 - a. Report due to MHA: 180 days after your FYE
 - b. Deadline to amend data: 18 months after due date

After you have confirmed your intent to amend your data, please work with the MHA staff to help you work through the details of your amendment.