

# PBJ quarterly check-in

*Falling star ratings are coming...  
Are you ready for the latest changes?*

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**SimplePBJ™** **simple.**  
*a Netsmart solution*



# Agenda

- Current Updates
  - PHE & Waivers Updates
  - Five Star Calculation Changes
  - Turnover Calculation
  - Turnover Exclusions
  - Key Take-Aways
  - SimplePBJ – Upcoming Enhancements
  - EmployeeID Linking Tips
- Submitted Questions and Best Practices
- Live Q&A

# Live Poll #1



# PHE & Waivers

## RENEWAL OF DETERMINATION THAT A PUBLIC HEALTH EMERGENCY EXISTS

As a result of the continued consequences of the Coronavirus Disease 2019 (COVID-19) pandemic, on this date and after consultation with public health officials as necessary, I, Xavier Becerra, Secretary of Health and Human Services, pursuant to the authority vested in me under section 319 of the Public Health Service Act, do hereby renew, effective July 15, 2022, the January 31, 2020, determination by former Secretary Alex M. Azar II, that he previously renewed on April 21, 2020, July 23, 2020, October 2, 2020, and January 7, 2021, and that I renewed on April 15, 2021, July 19, 2021, October 15, 2021, January 14, 2022, and April 12, 2022, that a public health emergency exists and has existed since January 27, 2020, nationwide.

July 15, 2022

\_\_\_\_\_  
Date

/s/

\_\_\_\_\_  
Xavier Becerra

# Mandatory Again: Nurse Aid Training and Certification Requirements

- ~~**Training and Certification of Nurse Aides.**~~ CMS is waiving the requirements at 42 CFR 483.35(d) (with the exception of 42 CFR 483.35(d)(1)(i)), which require that a SNF and NF may not employ anyone for longer than four months unless they met the training and certification requirements under § 483.35(d). CMS is waiving these requirements to assist in potential staffing shortages seen with the COVID-19 pandemic. To ensure the health and safety of nursing home residents, CMS is not waiving 42 CFR § 483.35(d)(1)(i), which requires facilities to not use any individual working as a nurse aide for more than four months, on a full time basis, unless that individual is competent to provide nursing and nursing related services. We further note that we are not waiving § 483.35(c), which requires facilities to ensure that nurse aides are able to demonstrate competency in skills and techniques necessary to care for residents' needs, as identified through resident assessments, and described in the plan of care.  
*(Terminated on 06-06-2022 per QSO-22-15-NH&NLTC&LSC; Nurse aides hired under the current waiver (on or before June 6, 2022) have until October 6, 2022 to complete a NATCEP).*
- ~~**In-Service Training:**~~ CMS is modifying the nurse aide training requirements at §483.95(g)(1) for SNFs and NFs, which requires the nursing assistant to receive at least 12 hours of in-service training annually. In accordance with section 1135(b)(5) of the Act, we are postponing the deadline for completing this requirement throughout the COVID-19 PHE until the end of the first full quarter after the declaration of the PHE concludes.  
*(Terminated on 06-06-2022 per QSO-22-15-NH&NLTC&LSC; Nurse aides hired prior to and under the current waiver (on or before June 6, 2022) will have 12 months from this date to complete the required annual training.)*

# Six Staffing Measures are Now Used to Calculate Staffing Stars

Staffing Measure	Maximum Score
RN Case-Mix Adjusted HRD	100
Total Nursing Case-Mix Adjusted HRD	100
Total Nursing Case-Mix Adjusted for weekend days	50
% of total nursing staff that left the SNF over a 12-month period	50
% of RNs that left the SNF over a 12-month period	50
Number of administrators that left the SNF over a 12-month period	30

Total Score Cut Points: Staffing Star Rating				
★	★★	★★★	★★★★	★★★★★
< 155	155 – 204	205 – 254	255 – 319	320 - 380

# Five-Star Ratings Report: What's on it?

**Your facility's submission of valid PBJ nursing data and administrator hours for quarters used by turnover measures**

	2020Q4	2021Q1	2021Q2	2021Q3	2021Q4	2022Q1
Valid PBJ data submitted	Yes	Yes	Yes	Yes	Yes	Yes
Administrator hours submitted	Yes	Yes	Yes	Yes	Yes	Yes

Staffing Measure	Data for Provider [REDACTED]		Maximum Possible Points
	Measure Value	Points	
Adjusted Total nurse staffing (7 day)	3.343	40	100
Adjusted RN staffing (7 day)	0.587	50	100
Adjusted Total nurse staffing (weekends)	2.241	5	50
Total nursing turnover (%)	38.889	45	50
RN turnover (%)	20.000	50	50
Number of administrator departures	0	30	30
<b>Raw point total</b>		220	
<b>Total points after rescaling (if any)</b>		220	380
<b>Staffing rating</b>	<b>★★★</b>		

**PBJ Nurse Staffing Turnover for January 1, 2021 to December 31, 2021 for Provider Number [REDACTED]**

	Turnover Rate	Number of Eligible Staff <sup>1</sup>	Number of Eligible Staff Identified as Turned over	Displayed on Care Compare <sup>2</sup>
Nursing staff turnover	38.9%	36	14	Yes
RN turnover	20.0%	5	1	Yes
Administrator turnover		1	0	Yes

# Calculation – Turnover

**Turnover** is identified based on **gaps in days worked**.  
It is published quarterly as an **annual calculation**.

$$\text{Turnover rate} = \frac{\text{total number of employment spells that ended in turnover}}{\text{total number of eligible employment spells}}$$

(Total Nurse and RN)

*Using this specification, the maximum turnover rate is 100%*

$$\text{Turnover number} = \text{total number of administrators who left the nursing home}$$

(Administrator)

**NOTE:** Both **regular employees and agency staff** are included in the turnover if they work sufficient hours to be eligible for the denominator.



# Fundamentals – Turnover

Key definitions:

**Employment spell** = a period of work at the facility by an individual (*a minimum of 120 hours must be worked in a 3-month period to qualify as an employment spell*)

turnover signal →

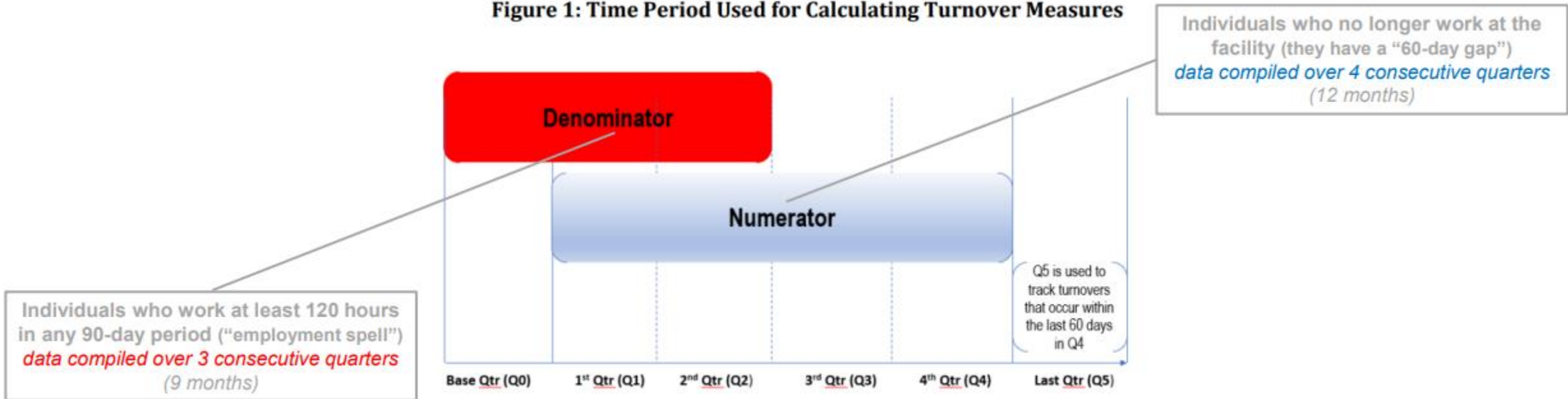
**60-day gap** = 60 consecutive days in which an individual does not work at all at the facility

**Turnover date** = The last workday prior to the start of a 60-day gap

*NOTE: Individuals who return to the nursing home after a gap of more than 60 days can have multiple “employment spells” used in the turnover calculation if they meet the eligibility requirement for subsequent employment spell(s). Essentially, they are treated as new employees.*

# Staff Included – Turnover

Figure 1: Time Period Used for Calculating Turnover Measures



# Turnover Measures – Reasons for Exclusion (Data “Not Available”)

## Nursing Staff and RN Turnover Exclusions

- No PBJ data submission for one or more quarters during the measuring period
- A SNF has less than 5 RNs
- 100% nurse or RN turnover on a single day  
(usually caused by a sudden change of all EmployeeIDs)

Note: “Other reason” can also be applied.

# Turnover Measures – Reasons for Exclusion (Data “Not Available”)

## Administrator Turnover Exclusion

- No PBJ data submission for one or more quarters during the measuring period
- No administrator hours submitted for one or more quarters during the measuring period
- No eligible administrator staff
- Too many administrator staff reported (12 or more days during the measuring period with five or more different staff reported under job code 1 on the same day)

Note: “Other reason” can also be applied.

# Exclusion Scenario

Staffing Measure	Data for Provider		Maximum Possible Points
	Measure Value	Points	
Adjusted Total nurse staffing (7 day)	2.716	10	100
Adjusted RN staffing (7 day)	0.326	20	100
Adjusted Total nurse staffing (weekends)	2.301	5	50
Total nursing turnover (%)	N.A.	N.A.	50
RN turnover (%)	N.A.	N.A.	50
Number of administrator departures	3	10	30
<b>Raw point total</b>		45	
<b>Total points after rescaling (if any)</b>		61	380
<b>Staffing rating</b>	★		

In this scenario, data is not available for both total nursing and RN turnover measures. 100 points are removed from the maximum possible points and the point total is then rescaled.

$$45 \text{ points} / 280 = 61 \text{ points} / 380$$

# Five-Star Updates

## Key Take-Aways

- Five staffing stars are now required to possibly increase the Overall Star Rating (if health inspection rating is not five stars)
- One staffing star will decrease the Overall Star Rating (if health inspection rating is not one star)
- To achieve a rating of five stars, no more than 60 points can be missed (380 points maximum, the minimum score for five stars is 320)
- HRD measures remain critical to the calculation, they account for over half of the 380 possible points

# Upcoming Enhancements - SimplePBJ

SimplePBJ ACTIVE FACILITY: REPORTING QUARTER: ? ☰ ↻

Home / 3 Predict Five-Star

## ★ Predict Staffing Five-Star Rating NEED HELP? [View Manual](#)

★ Predict Five-Star Turnover Data ★ Previous Five-Star Results ★ Predict Five-Star (All Facilities) ★ Previous Five-Star Results (All Facilities)

### Past Six Quarters of PBJ Staff from CMS

⚠ The data below is the last 6 quarters of PBJ data submitted to CMS for this facility. You must subscribe to SimplePBJ Sender or SimpleLTC Connect to see this data. [View latest Five Star Provider Rating Report](#)

25 ▾ Export Show / hide columns

Employeeid	Quarter	Pay Type	Job Title
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Certified Nurse Aide
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Certified Nurse Aide
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Certified Nurse Aide
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Certified Nurse Aide
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Licensed Practical/Vocational Nurse
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Certified Nurse Aide
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Certified Nurse Aide
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Certified Nurse Aide
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Licensed Practical/Vocational Nurse
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Licensed Practical/Vocational Nurse
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Certified Nurse Aide
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Licensed Practical/Vocational Nurse
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Certified Nurse Aide
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Licensed Practical/Vocational Nurse
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Certified Nurse Aide
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Licensed Practical/Vocational Nurse
	2022 3rd Quarter (4/1/2022 - 6/30/2022)	Non-exempt	Certified Nurse Aide

# Upcoming Enhancements - SimplePBJ

SimplePBJ. ACTIVE FACILITY: REPORTING QUARTER: ? ☰ ↗

★ Predict Five-Star Turnover Data ★ Previous Five-Star Results ★ Predict Five-Star (All Facilities) ★ Previous Five-Star Results (All Facilities)

★ View Old Predict Page SimplePBJ's Five-Star Staffing Prediction Print

⚠ CMS has changed how it calculates the Five-Star Staffing Rating! This page will be updated regularly during the next few weeks to reflect those changes. The turnover measures you see here are the latest published by CMS—they are not predictions. We are currently working on advanced turnover functionality, including prediction. For information about the new scoring, click here to review the latest Technical Users' Guide.

📄 View latest Five Star Provider Rating Report

**Date Range**  
04/01/2022 - 06/30/2022 (91 days)  
(First and Last Dates within Quarter with Work Shifts/Hours)

**Average Census** 512.3407 **Weekend Census** 512.1154  
(from MDS/CMS CASPER via SimplePBJ Sender, updated daily)

**Overall Staffing Rating Prediction**  
190 / 380 ★★☆☆☆

**Overall Staffing Rating Cut Points**

320 - 380	★★★★★
255 - 319	★★★★☆
205 - 254	★★★☆☆
155 - 204	★★☆☆☆
0 - 154	★☆☆☆☆

**Total Nurse HRD**  
30 / 100  
Case-Mix Adjusted Total Nurse HRD  
3.155  
3 hours 9 minutes

**Registered Nurse HRD**  
20 / 100  
Case-Mix Adjusted Registered Nurse HRD  
0.350  
21 minutes

**Weekend Nurse HRD**  
20 / 50  
Case-Mix Adjusted Weekend Nurse HRD  
2.938  
2 hours 56 minutes

**Total Nurse Turnover**  
50 / 50  
Total Nurse Turnover  
27.4 % Turnover  
last updated: 4/1/2022

**Registered Nurse Turnover**  
45 / 50  
Registered Nurse Turnover  
25.9 % Turnover  
last updated: 4/1/2022

**Administrator Turnover**  
25 / 30  
Administrator Turnover  
1 Administrators  
last updated: 4/1/2022

**Staffing Hours Day Resident Day Measures**

**Average Resident Census** 512.3407 **Weekend Resident Census** 512.1154



# EmployeeID Linking

The screenshot displays the SimplePBJ web application interface. The left sidebar contains a navigation menu with the following items: Home, Assemble Staffing Data (with sub-items: Import New File, Manage Existing Files, Map to PBJ Codes, Staff, Shifts, Census), Validate PBJ Data, Predict Five-Star, Submit Report, Reporting Status, Benchmark PBJ, Utilities, Settings, and Help. The 'Staff' item is circled in blue. The main content area is titled 'Review & Modify Staff' and includes sub-tabs for Facility Staff, Staff Turnover, and EmployeeID Linking (which is circled in blue). Below the sub-tabs, there is a 'Download SimplePBJ EmployeeID Linking Template' button. A text box provides instructions: 'CMS is aware of situations when a facility needs to change the employee ID for one or more of its staff. In order to maintain the reporting of an employee's hours through an employee ID change, they have added a method to link link an employee's old employeeID to a new one. For more information, please see: Changing Employee Identifiers in the Payroll-Based Journal (PBJ) System. To create an employeeID Linking PBJ file, please download the template below. Open the template and add a row for each employeeID that needs to be linked in the CMS PBJ. Be sure to leave the top header row in the template file and save as a CSV. Once done, upload the completed document using the form button below. Doing so will generate a new CMS PBJ XML file. Please note: the CMS PBJ linking file can only contain employeeIDs that have already submitted data--this includes both the old EmployeeID and the new EmployeeID. Also, this linking file must be created for, and uploaded to, the latest quarter for which you have submitted data. If you have submitted data for the next quarter, please change reporting quarters above before uploading the template.' Below the text box, there is a 'Select Completed EmployeeID Linking Template (CSV)' section with a 'Choose File' button and a 'No file chosen' message, and an 'Upload Completed EmployeeID Linking Template' button.

- EmployeeID Linking Files need to be created and submitted in the **current quarter**
- Submit a linking file **after** CMS has received new EmployeeIDs



# Your one-stop shop for PBJ success

Assemble, validate and submit your PBJ

Predict Staffing Five-Star ratings

Submit PBJ reports with one click

Benchmark results against other facilities

[REQUEST DEMO](#)



# Live Poll #2



# Live Q&A



# Thank you for attending!

Recording and handouts available at:

[simpletc.com/webinar-registration-pbj-quarterly-check-in-q3-2022/](https://simpletc.com/webinar-registration-pbj-quarterly-check-in-q3-2022/)