

Examples of Supporting Documentation

Supporting documentation may include any or all of the following provided as examples:

- Email communications
- For HIS reporting, evidence of HIS transmissions during the reporting period (e.g. an HIS Final Validation Report from the CASPER system showing a timely submission date).
- For HIS reporting, proof of previous exemption/extension approval for the prescribed reporting period.
- For HIS reporting, notification of the CCN activation letter to prove that the CCN was not activated by November 1st.
- For CAHPS® reporting, evidence that the hospice continuously collected data and submitted data to the CAHPS® Hospice Survey Data Warehouse during the required timeframe.

In its review of the hospice's documentation, CMS will determine whether evidence to support a finding of noncompliance has been provided by the hospice. The determination will be made based solely on the documentation provided. CMS will not contact the hospice to request additional information or to clarify incomplete or inconclusive information. If clear evidence to support a finding of compliance is not present, the 2 percentage point reduction will be **upheld**. If clear evidence of compliance is present, the reduction will be **reversed**.

Please note: Never include patient information (i.e. protected health information (PHI), patient identified information (PII), or other Health Insurance Portability and Accountability Act (HIPAA) violations) in the documentation being submitted to CMS for review. This includes attaching HIS-Admission or HIS-Discharge records and sending to CMS via email. Email is NOT a secure transmission product and any PHI/PII sent via email will enact security violation protocol prompting involvement by the CMS security offices.