

Medicare Ground Ambulance Data Collection System (GADCS): Reporting Expenses for Contracted Services

Selected ground ambulance organizations must collect and report information to the Centers for Medicare & Medicaid Services (CMS) via the Medicare Ground Ambulance Data Collection System (GADCS). For more information, see [CMS' GADCS Frequently Asked Questions document](#).

Many organizations contract **select functions** of their operations. Common examples include:



Dispatch: Organizations may pay a monthly fee to a dispatch service instead of employing dispatchers directly.



Vehicle maintenance: Organizations may take their vehicles to a mechanic instead of or in addition to employing mechanics directly.



Billing: Organizations may contract a billing organization instead of doing billing in-house.

In some instances, organizations may contract out **core ambulance functions** including:



EMT Labor (excluding Medical Direction): Organizations may contract all EMT/Response staff instead of employing them directly.



Broader Ground Ambulance Services: Organizations may contract broader response capabilities including ambulance units and service hours.

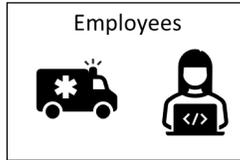
You will indicate your organization's contracting scenario in **Section 2, Organizational Characteristics, Question 18** of the GADCS ("Did your organization contract out core ground ambulance functions, like EMS responses, EMT staffing, or provision of ambulances during its 12-month data collection period?"). Your answer determines the instructions you will see later in the GADCS. Details for each scenario are below.

Relevant Question	Contracting scenario			
	Does not contract services	Contracts out only select functions	Contracts out all EMT labor	Contracts out broader ground ambulance services
Section 2 Organizational Characteristics, Question 18	Answer "No"	Answer "No"	Answer "Yes" and check "EMT labor specifically"	Answer "Yes" and check "Broader ground ambulance services"
Section 7, Labor Costs	Report all labor hours and costs	Report labor hours and costs for employees; Do not report any contracted services*	Report EMT/responder hours worked by contracted staff, but not related total compensation*	Report EMT/responder hours worked by contracted staff but not related total compensation*
Section 8, Facility Costs, and Section 9, Vehicle Costs	Report all facility and vehicle costs	Report all facility and vehicle costs directly paid for by your organization here; Do not report any contracted services	Report all facility and vehicle costs directly paid for by your organization here; Do not report any contracted services	Report the main facilities and ground ambulances used by the contractor, but do not report associated annual expenses
Section 11, Other Costs, Question 1	Do not report any contracting costs	Report all contracting costs	Report all contracting costs	Report all contracting costs

*Except contracted medical director costs, which are reported in Section 7, Question 2

Below are two examples of select **Section 7** and **Section 11** GADCS responses from organizations with different contracting scenarios.

Example 1. Contracts out only select functions



The organization contracts janitorial services, dispatch, billing, and medical direction, but directly employs EMTs and administrative staff.

Section 7.1, Question 1

EMT/Response Staff Category	Total annual compensation	Total hours worked annually
EMT-Basic	75,000	15,000

Section 7.2, Question 1

Administration, Facilities, and Medical Director Staff Category	Total annual compensation	Total hours worked annually
Administration/Facilities Staff	60,000	10,000

Section 11, Question 1

Type	Contracted service during your organization's data collection period	Total Cost for the service
Billing	Yes	30,000
Accounting	No	
Dispatch/call center service	Yes	6,000
Facilities maintenance services	Yes	25,000
EMT/response labor	No	

Example 2. Contracts out broader ground ambulance services

Section 7.1, Question 1

EMT/Response Staff Category	Total annual compensation	Total hours worked annually
EMT-Paramedic	0	20,000

Section 7.2, Question 1

Administration, Facilities, and Medical Director Staff Category	Total annual compensation	Total hours worked annually
Administration/Facilities Staff	0	8,000

Section 11, Question 1

Type	Contracted service during your organization's data collection period	Total Cost for the service
Billing	Yes	30,000
Accounting	Yes	20,000
Dispatch/call center service	Yes	6,000
Facilities maintenance services	Yes	25,000
EMT/response labor	Yes	120,000