



Medicare Ground Ambulance Data Collection System (GADCS): Reporting for Providers Tip Sheet

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](#).

Ground ambulance provider organizations include hospitals, skilled nursing facilities, and any other provider of ground ambulance services as defined by CMS. A full list of providers can be found at: <https://www.cms.gov/research-statistics-data-and-systems/downloadable-public-use-files/provider-of-services>.

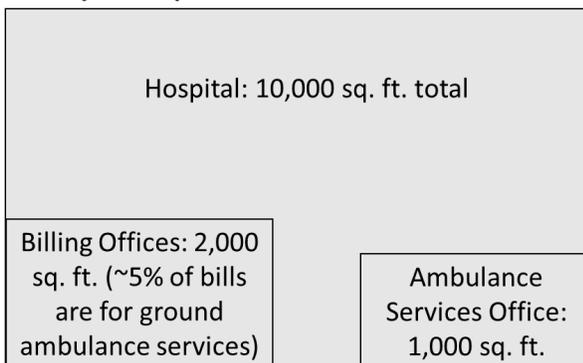
Tip #1: Make sure you select response option “**d. Hospital or other Medicare provider of services (such as skilled nursing facility)**” for **Section 2, Organizational Characteristics, Question 7** of the GADCS. This question asks which category best describes your ground ambulance operation.

Tip #2: *Only* report expenses and revenue **from your ground ambulance** operations **unless otherwise noted in the instructions**.

- You'll be able to report that only a percentage of a reported expense or revenue figure is related to your ground ambulance operation.
- Use your organization's current allocation approach or your best judgement to estimate this percentage.
- Depending on the question, you might use shares of responses, labor hours, operating expenses, or square footage as in the example below.

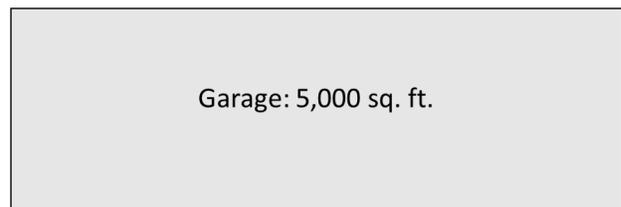
Example 1. Allocating Facility Costs for a Hospital-Based Organization

Facility 1: Hospital



In this facility, ambulance operations account for 1,100 sq. ft. of the hospital: $(1,000 + 2,000 * 0.05 = 1,100)$ and account for **11%** of the total hospital square footage.

Facility 2: Garage



The ambulances for this organization are kept in a separate garage that does not share any space with non-ground ambulance services. They list the facility as 100% ground ambulance related.

Tip #3: Staff at provider organizations may work on both ground ambulance operations and non-ground ambulance operations (e.g., hospital administration or providing care in the hospital).

- Both of these types of activities are reported as “total hours worked annually” (see figure).
- Hours spent on healthcare delivery unrelated to ground ambulance activities are also reported as “hours worked annually related to other responsibilities”
- Note: staff with NO ground ambulance responsibilities are not reported in the GADCS.

Total Hours Worked Annually

Examples:

- Ground ambulance responses
- Administrative duties for ground ambulance and public safety operations
- Most other ground ambulance duties at your organization, including those listed at right

Total hours worked annually related to all other responsibilities:

- Air ambulance operations
- Healthcare delivery unrelated to ground ambulance activities, such as work in the hospital
- Community outreach and education

Not Included in Either:

- Time spent on call
- Fundraising

Example 2: Responding to Labor Questions about EMT Response Staff

One full-time **EMT-Basic** receives annual salary and benefits totaling \$35,000/year. The EMT responds to emergency ground ambulance calls and does administrative work for both ground ambulance and non-ground ambulance aspects of the organization. She is estimated to spend 1,000 hours a year on ground ambulance calls, 500 hours doing ground ambulance administration, and 500 hours doing non-ground ambulance hospital administration.

Calculations:

Total hours worked annually: 1,000 + 500 + 500 = 2,000 hours

Total hours worked annually related to ground ambulance operations: 1,000+500 = 1,500 hours

Hours worked annually unrelated to ground ambulance duties = 500 hours

EMT/Response Staff Category	Total annual compensation	Total hours worked annually	Total hours worked annually related to ground ambulance operations	Total hours worked annually related to all other responsibilities
EMT – Basic	\$35,000	2,000	1,500	500

Tip #4: Many provider organizations routinely do interfacility transports. These transports should be counted as both responses and transports in GADCS. Emergency interfacility transports should be counted in both the “emergency” and “interfacility” questions in GADCS Section 6, Service Mix.

Tip #5: Section 12, Total Costs, and Section 13, Revenues, ask about total cost and revenue for your entire organization, including services unrelated to your ground ambulance organization. In the GADCS, “organization” refers to just your National Provider Identifier (NPI). Therefore, if your ground ambulance organization bills under the same NPI as your hospital, report the total cost/revenue for the entire hospital. If your ground ambulance organization uses a different NPI than the hospital, you can report total costs and revenues specific to your ground ambulance organization.