

PRIMARY HOME CARE  
2013 Accountability Report – Multipurpose (ARM)

– Optional Attendant Compensation Worksheets and Instructions –

NOTE: These optional worksheets are provided for your own information to estimate whether the values reported on this report will result in a recoupment of Rate Enhancement funds for the period of the report. They should be retained in your files for future reference.

**Do not return them to Health and Human Services Commission**

For questions about completing these worksheets, contact the  
Rate Enhancement Analyst for this program listed on the following webpage:  
<http://www.hhsc.state.tx.us/rad/long-term-svcs/contacts.shtml>.

## ***OPTIONAL WORKSHEET: PRIORITY***

All monetary calculations should be carried out to two decimal places.

### STEP 1 – Calculate Total Priority Units of Service

Add the Priority units of service provided during following four time periods (Note: Only include Priority units that fall within your reporting period as defined on line items 7 and 8. Enter zero for date ranges that fall completely outside of your reporting period. The start or end date for the reporting period may fall in the middle of a date range.):

1/1/12 thru 8/31/12 (item 83)

9/1/12 thru 8/31/13 (item 86)

9/1/13 thru 12/31/13 (item 89)

Reserved for future use (item 92)

Enter the result in Box A.

### STEP 2 - Estimate Priority Attendant Cost per Unit of Service

Divide total Priority attendant cost (item 33) by total Priority units of service from Box A. Enter the result in Box B.

### STEP 3 – Calculate Priority Weighted Average Attendant Cost Area

Multiply the Priority units of service provided during 1/1/12 thru 8/31/12 (item 83) by the attendant cost area of the level at which you were enrolled for the same time period. Multiply the Priority units of service provided during 9/1/12 thru 8/31/13 (item 86) by the attendant cost area of the level at which you were enrolled for the same time period. Multiply the Priority units of service provided during 9/1/13 thru 12/31/13 (item 89) by the attendant cost area of the level at which you were enrolled for the same time period. Add these three products together and enter the resulting amount in Box C. Divide the amount in Box C by the total Priority units of service in Box A and enter the Priority weighted average attendant cost area in Box D.

### STEP 4 – Calculate Priority Spending Requirement

Multiply the amount in Box D by 0.90 and enter the product in Box E.

If Box B is less than Box E, subtract Box B from Box E and enter the result in Box F.

If Box B is greater than or equal to Box E, enter zero in Box F.

The value in Box F is your ***estimated Priority recoupment per unit of service***. HHSC Rate Analysis will not recoup a contract below the base rate.

### STEP 5 – Check all calculations to insure accuracy.

## ***OPTIONAL WORKSHEET: NONPRIORITY***

All monetary calculations should be carried out to two decimal places.

### STEP 1 – Calculate Total Nonpriority Units of Service

Add the Nonpriority units of service provided during following four time periods (Note: Only include Nonpriority units that fall within your reporting period as defined on line items 7 and 8. Enter zero for date ranges that fall completely outside of your reporting period. The start or end date for the reporting period may fall in the middle of a date range.):

1/1/12 thru 8/31/12 (item 95)  
9/1/12 thru 8/31/13 (item 98)  
9/1/13 thru 12/31/13 (item 101)  
Reserved for future use (item 104)

Enter the result in Box A.

### STEP 2 - Estimate Nonpriority Attendant Cost per Unit of Service

Divide total Nonpriority attendant cost (item 53) by total Nonpriority units of service from Box A. Enter the result in Box B.

### STEP 3 – Calculate Nonpriority Weighted Average Attendant Cost Area

Multiply the Nonpriority units of service provided during 1/1/12 thru 8/31/12 (item 95) by the attendant cost area of the level at which you were enrolled for the same time period. Multiply the Nonpriority units of service provided during 9/1/12 thru 8/31/13 (item 98) by the attendant cost area of the level at which you were enrolled for the same time period. Multiply the Nonpriority units of service provided during 9/1/13 thru 12/31/13 (item 101) by the attendant cost area of the level at which you were enrolled for the same time period. Add these three products together and enter the resulting amount in Box C. Divide the amount in Box C by the total Nonpriority units of service in Box A and enter the Nonpriority weighted average attendant cost area in Box D.

### STEP 4 – Calculate Nonpriority Spending Requirement

Multiply the amount in Box D by 0.90 and enter the product in Box E.

If Box B is less than Box E, subtract Box B from Box E and enter the result in Box F.

If Box B is greater than or equal to Box E, enter zero in Box F.

The value in Box F is your **estimated Nonpriority recoupment per unit of service**. HHSC Rate Analysis will not recoup a contract below the base rate.

### STEP 5 – Check all calculations to insure accuracy.