An Important Message to CON Holders that Utilize the Long Form Ambulance Revenue and Cost Report (Exhibit A)

July 16, 2014

Dear Arizona Certificate of Necessity Providers:

This message is intended for those agencies that submit the long form Ambulance Revenue and Cost Report (ARCR). As you know, Arizona Administrative Code (A.A.C.) R9-25-910(A) requires that CON holders submit their ARCR within 180 days after the certificate holder’s fiscal year end.

While Arizona Administrative Code requires that the form be filled out completely, in the past, the Bureau had allowed agencies to substitute audited financials in lieu of page 15 and 16 of the ARCR. The rationale for this allowance was related to the challenge associated with the reporting process for CON holders with mixed business models (fire and ambulance) or with more than one CON.

This accommodation, while reasonable, has had an unintended consequence; neither the Bureau nor the public is able to fully comprehend the revenue and cost structure for CON holders. This impacts the Bureau’s ability to ensure consistency as it considers requests for rate changes and it impacts the public’s ability to evaluate an organization that operates in the special environment of a regulated industry.

Therefore, beginning with those agencies that will submit their ARCR’s by December 31, 2014, all users of the long form must from this point forward complete and include pages 15 and 16 of the ARCR for each CON.

We are mindful that this change will require that your organization invest additional time and money in your accounting processes. Therefore the Bureau staff is available to answer any questions you may have regarding this process. Do not hesitate to contact Aaron Sams at 602-364-3167 or Aaron.Sams@azdhs.gov for any assistance.

Sincerely,

Todd Jaramillo, MHA
Ambulance Services Manager
Bureau of Emergency Medical Services and Trauma System

Health and Wellness for all Arizonans