

**COMMONWEALTH OF KENTUCKY
CABINET FOR HEALTH AND FAMILY SERVICES
DEPARTMENT FOR MEDICAID SERVICES
NURSE AIDE TRAINING EXPENSE REPORT AND AUTHORIZATION FOR PAYMENT**

Provider Name and Address:

**Expenses incurred are reimbursed
subject to provisions of Medicaid
Provider Agreement (Map – 343):

(Medicaid Provider Number)**

Billing for the month of _____ 20____.

PLEASE TYPE OR PRINT ALL INFORMATION AS ILLEGIBLE REQUESTS CAN NOT BE PROCESSED

Reference #	Item Description	Units	Cost per Unit	Cost

Line A Total Cost _____

Line B Enter % page 2, Line 3 (% of students employed by facility) _____

Line C Enter product of Line A *Line B (portion of costs related to employees) _____

Line D Total Medicaid Days from most recent cost report _____

Line E Total CNF Days from most recent cost report _____

Line F Line D divided by Line E (Medicaid %) _____

Line G Enter product of Line C *Line F (Medicaid’s portion of total costs) _____

Before Payment can be processed this certification section must be completed.

I certify that the above items represent actual costs incurred to Nurse Aide Training requirements for employees of this facility and are reimbursable under guidelines established by the Department for Medicaid Services, specifically 907 KAR 1:450. By signing and submitting this form, you are certifying you have read and agreed to the complete terms of the latest version of the **KNAT** Reimbursement contract located at <https://chfs.ky.gov/agencies/dms/dpo/bpb/Pages/nursing-facilities.aspx>

Date: _____

Signed: _____ (officer of administrator of facility)

Phone # _____

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For Department for Medicaid Services Use Only

Program Code: WCCN **Account #:** 01-49-746-WCCN-E466 and 12-49-746-WCCN-E466

This payment report has been received and verified by:

_____ **Title:**

This payment report is approved for payment by:

_____ **Title:**

Column 1

Student Name

Column 2

**Is the student a
facility employee?
Yes or No**

Column 3

**If Col. 2 is
yes, enter
hire date**

Column 4

**If Col. 2 is no,
enter students
payer**

Column 5

**Completion
date
of training**

<u>Column 1</u> Student Name	<u>Column 2</u> Is the student a facility employee? Yes or No	<u>Column 3</u> If Col. 2 is yes, enter hire date	<u>Column 4</u> If Col. 2 is no, enter students payer	<u>Column 5</u> Completion date of training

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Does your facility have a Medicaid approved Nurse Aide Training Program? _____

If not, please enter the name and address of the entity providing Nurse Aide training for your employees.

Name _____

Address _____

Phone Number _____

Nurse Aide Training Number _____

Provider Number _____

If necessary, additional pages may be completed so that all students completing training can be listed. However, only one nursing facility student to total student ratio should be calculated for all sheets and carried forward to page 1, Line B.

Ratio of Nursing Facility Student to Total Students

Line 1 **Enter Number of Employee Students from Column 2** _____

Line 2 **Enter Total Number of Students from Column 1** _____

Line 3 **% of Students employed by the nursing facility** _____

(Line 1 divided by line 2)