

New Mexico Ambulance Supplemental Payment Program (ASPP)

Calendar Year (CY) 2024

March 2025

Cost Report Requirements

Data Request for January 1, 2024 – December 31, 2024



Expenditures by Cost Center

Annual detailed actual expenditures broken out by cost center



Non-Transport Revenue

Any revenue received outside of billing for transports



Computer Aided-Dispatch (CAD) Information

CAD data for medical and fire/other responses



Depreciation Report

Asset number, description, date placed in/out of service, useful life, and cost for assets during fiscal year



Billing Data

List of all transports with their payment, chargers and payors, broken down by quarter during fiscal year

Expenditures

Report expenses incurred between January 1, 2024, to December 31, 2024

- Allowable expenses must be required for the provision of EMS (Ex: celebrations or fundraising events are not allowable)
- All expenses need to be categorized as:
 1. Solely dedicated to the provision of EMS (**MTS Expense** tab)
 2. Solely dedicated to fire services (**Non-MTS Expense** tab)
 3. Shared between fire and EMS operations (**Expense Allocation** tab)



Expenditures Data Example

		Council Budget	Current Budget	Expenditures YTD
552	Fire			
610	PERSONNEL SERVICES			
	6103 Classified Salaries	\$ 459,493.00	\$ 496,108.00	\$ 497,422.00
	6104 Civil Service Salaries	\$ 33,799,563.00	\$ 34,831,088.00	\$ 34,855,880.00
	6106 Certification Pay	\$ 1,144,404.00	\$ 1,314,525.00	\$ 1,247,605.00
	6109 Comp Plan Contingency	\$ 1,327,181.00	\$ -	\$ -
	6111 Overtime	\$ 1,924,550.00	\$ 3,065,614.00	\$ 3,108,960.00
	6113 Longevity	\$ 241,484.00	\$ 241,378.00	\$ 242,995.00
	6121 RSP	\$ 1,241,060.00	\$ 1,267,010.00	\$ 1,270,121.00
	6122 TMRS	\$ 6,654,514.00	\$ 7,352,840.00	\$ 7,092,283.00
	6123 Group Insurance- Health	\$ 5,426,064.00	\$ 5,432,583.00	\$ 5,422,110.00
	6125 Group Insurance- Life	\$ 342,590.00	\$ 272,442.00	\$ 235,909.00



CAD Data

List of all calls received in during the Calendar Year 2024 period for EMS and Fire (if applicable).

Identify the duration of time spent on EMS calls and Fire/Other calls. The proportion of time spent on EMS calls is a percentage that is applied to shared department/agency costs to calculate the portion of costs pertaining to EMS.

The following data fields from your CAD System are required:

- Unique Case Number
- Apparatus ID (if you can provide)
- Dispatch Date & Time
- Arrived at Hospital Date & Time (if you can provide)
- Clear Date and Time
- Call Description /Nature

Note: *Preferred in an Excel format.*



CAD Data Example

IR	UNIT	DISPATCH	ATHOSP	CLEARED	CALL_NATURE
2022-07-0002	E12	7/1/2022 0:23		7/1/2022 0:34	CHEST PAIN
2022-07-0002	R12	7/1/2022 0:23	7/1/2022 0:38	7/1/2022 1:05	CHEST PAIN
2022-07-0005	E13	7/1/2022 1:18		7/1/2022 1:38	SICK PERSON
2022-07-0005	R13	7/1/2022 1:18	7/1/2022 1:49	7/1/2022 2:05	SICK PERSON
2022-07-0006	R34	7/1/2022 1:55		7/1/2022 2:30	SICK PERSON
2022-07-0007	E27	7/1/2022 1:59		7/1/2022 2:23	BREATHING PROBLEMS
2022-07-0007	R27	7/1/2022 1:59	7/1/2022 2:30	7/1/2022 3:06	BREATHING PROBLEMS
2022-07-0008	E22	7/1/2022 2:49		7/1/2022 3:04	CHEST PAIN
2022-07-0008	R22	7/1/2022 2:49	7/1/2022 3:18	7/1/2022 3:50	CHEST PAIN
2022-07-0010	R25	7/1/2022 3:32		7/1/2022 3:51	FALLS
2022-07-0010	T25	7/1/2022 3:36		7/1/2022 3:51	FALLS



Depreciation

Report capital assets that are \$5,000 or more under the Depreciation tab

- If an asset is less than \$5,000, it can be reported under the appropriate expense tab (**MTS**, **Non-MTS**, or **Expense Allocation**), if it was purchased during the cost reporting period. If not, it is unallowable.
- All assets should be labeled as either **MTS**, **Non-MTS**, or **Shared**.



Depreciation Required Fields

Description of Asset	Include the provider's unique label or title for each asset
Expense Type	Select the asset type in the in drop-down of the corresponding category (<i>MTS, Non-MTS, Shared</i>)
Asset Number	Unique identifier that will tie back to the provider's fixed asset report
Month/Year Placed in Service	The date the depreciable asset was first placed into service
Years of Useful Life	Estimated useful life as identified in the provider's fixed asset report/depreciation schedule
Month/Year Placed out of Service	The ASCR portal automatically calculates this date based on the <i>Month/Year Placed in Service</i> and <i>Years of Useful Life</i>
Cost	Initial cost of asset as identified in the provider's depreciation schedule
Salvage Value	Estimated resale value of the asset at the end of its useful life



Depreciation Data Example

Asset Type	ID	Description	Acquisition Date	Purchase Cost	Useful Life (years)
Building	38	Station 11	4/1/1991	\$ 870,000.00	40
Building	39	Station 2	9/3/1996	\$ 1,305,000.00	40
Equipment	2214	Ambulance Cot	4/1/2015	\$ 12,050.00	5
Equipment	2215	Ambulance Cot	4/1/2015	\$ 12,050.00	5
Equipment	2216	Ventilator	10/1/2017	\$ 6,000.00	5
Vehicle	1512	2007 Ford Ambulance	5/15/2012	\$ 85,000.00	7
Vehicle	1733	2009 Chevrolet Truck	6/30/2016	\$ 82,500.00	7

Billing or Claiming Data Request

Medical transport billing or claiming data to calculate revenue

- Amount billed and paid by transport separated by quarter, **and**
- Total number of paid trips

Payer	Gross Charges	Payments	Q1 Transports	Q2 Transports	Q3 Transports	Q4 Transports	Total Transports
Auto Insurance	\$100,371.05	\$55,260.81	25	33	37	38	133
Governmental	\$736.15	\$513.07	1	0	0	0	1
Medicaid	\$52,567.35	\$10,708.00	16	20	17	17	70
Medicaid MCO	\$283,349.75	\$64,875.30	86	88	110	86	370
Medicare	\$335,161.75	\$224,934.62	95	118	120	122	455
Medicare Dual	\$317,679.95	\$208,107.18	101	108	112	109	430
Medicare HMO	\$621,681.35	\$368,697.18	180	231	209	219	839
Private Insurance	\$477,072.15	\$309,287.80	145	163	161	169	638
Self Pay	\$453,550.25	\$17,929.48	147	153	162	142	604
Workers Comp	\$3,779.30	\$2,485.39	1	1	2	1	5
	\$2,645,949.05	\$1,262,798.83	797	915	930	903	3545



Non-transport Revenue/Other Revenue

- Non-transport revenue is any revenue received from things other than transports.
- This could include things like standing by for a concert/rodeo/football game and mutual aid agreements.



Other Revenue Example

In this example all non-highlighted revenue would be considered non-transport revenue.

Department 36	Ambulance								
Fund 01000	General Basic Fund			Percent of year	100.00				
01000	01200	2345	36	Emergency Services Medicaid	113,490	18,636.21	233,298.35	205.57	119,808.35+
01000	01200	2590	36	Emergency Services	0	.00	13,074.59	.00	13,074.59+
01000	01200	2880	36	Misc Contrib & Reimb-OtherGovt Emergency Services Medicare	638,773	151,632.63	465,020.35	72.80	173,752.65
01000	01200	2890	36 825	Emergency Services Misc Federal Grants & Reimb USDA Grant	0	.00	165,000.00	.00	165,000.00+
01000	01200	8110	36	Emergency Services Reimbursements from Private Ss	427,629	123,769.95	398,493.28	93.19	29,135.72
01000	01200	8461	36	Emergency Services Insurance From Individuals	85,259	14,373.74	106,210.91	124.57	20,951.91+
01000	01200	8475	36	Emergency Services	1,237,898	2,225.00	10,905.19	.88	1,226,992.81
01000	01200	8490	36 922	Misc Reimbursements Emergency Services Miscellaneous Ins Proc-Equip/Vehicle Replace	0	.00	224.25	.00	224.25+
Fund Total 01000				General Basic Fund	2,503,049	310,637.53	1,392,226.92	55.62	1,110,822.08
Fund 02000	General Supplemental Fund			Percent of year	100.00				
02000	01200	8475	36	Emergency Services Misc Reimbursements	0	.00	1,799.67	.00	1,799.67+
Fund Total 02000				General Supplemental Fund	0	.00	1,799.67	.00	1,799.67+
Department Total 36				Ambulance	2,503,049	310,637.53	1,394,026.59	55.69	1,109,022.41





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Solutions that Matter

Provider	MCO Total Allotment Projections Utilizing MMIS MCO Trips*								
	Jan-Jun 24 Total Allotment (Weighted Average Cost per Transport)	Jan-Jun 24 IGTs Needed Using Weighted Average	Jan-Jun 24 Net New Federal Funding Using Weighted Average	Jul-Dec 24 Allotment (Weighted Average Cost per Transport)	Jul-Dec 24 IGTs Needed Using Weighted Average	Jul-Dec 24 Net New Federal Funding Using Weighted Average	Total Allotment (Weighted Average Cost per Transport)	Total IGTs Needed Using Weighted Average	Net New Federal Funding Using Weighted Average
Albuquerque Fire Rescue	\$ 1,124,117.33	\$ 308,120.56	\$ 815,996.77	\$ 740,099.91	\$ 206,228.84	\$ 533,871.07	\$ 1,864,217.25	\$ 514,349.40	\$ 1,349,867.85
Artesia Fire Department	\$ 495,894.80	\$ 135,924.77	\$ 359,970.03	\$ 326,488.78	\$ 90,976.10	\$ 235,512.68	\$ 822,383.59	\$ 226,900.87	\$ 595,482.72
Bernalillo County	\$ 263,318.80	\$ 72,175.68	\$ 191,143.12	\$ 173,364.66	\$ 48,308.06	\$ 125,056.60	\$ 436,683.47	\$ 120,483.74	\$ 316,199.73
City of Santa Fe Fire Department	\$ 3,181,211.95	\$ 871,970.20	\$ 2,309,241.75	\$ 2,094,456.35	\$ 583,620.26	\$ 1,510,836.09	\$ 5,275,668.31	\$ 1,455,590.46	\$ 3,820,077.84
Las Cruces Fire Department	\$ 486,538.30	\$ 133,360.15	\$ 353,178.15	\$ 320,328.62	\$ 89,259.57	\$ 231,069.05	\$ 806,866.92	\$ 222,619.72	\$ 584,247.20
Sandoval County Fire Department	\$ 1,001,146.11	\$ 274,414.15	\$ 726,731.96	\$ 659,137.73	\$ 183,668.73	\$ 475,469.00	\$ 1,660,283.85	\$ 458,082.88	\$ 1,202,200.97
Santa Fe County Fire Department	\$ 1,168,226.57	\$ 320,210.90	\$ 848,015.67	\$ 769,140.69	\$ 214,321.05	\$ 554,819.64	\$ 1,937,367.27	\$ 534,531.95	\$ 1,402,835.31
Total	\$ 7,720,453.88	\$ 2,116,176.41	\$ 5,604,277.47	\$ 5,083,016.76	\$ 1,416,382.62	\$ 3,666,634.14	\$ 12,803,470.64	\$ 3,532,559.03	\$ 9,270,911.61

