




## STATE HEALTH PLANNING AND DEVELOPMENT AGENCY

100 NORTH UNION STREET, SUITE 870  
MONTGOMERY, ALABAMA 36104

November 10, 2016

### MEMORANDUM

TO: All Hospitals

FROM: Bradford L. Williams  
Data/Planning Director 

RE: 2016 Annual Reporting  
Alternative Reporting Period

Historically, some hospitals have reported 12 months of consecutive data based on their fiscal year, rather than the defined reporting period, for ease in reporting. Several facilities have contacted the Agency requesting if the continued utilization of an alternative reporting period is allowed under the new rules.

The Agency contacted the Alabama Hospital Association for assistance. For the purposes of 2016 Annual Reporting, an alternative reporting period, consisting of 12 consecutive months of data, may be reported in the utilization portion of the report only. **Patient Origin data submissions MUST utilize the dates specified, October 1, 2015, through September 30, 2016.**

Please be aware if utilizing an alternative reporting period, the due date of the annual report remains November 30, 2016. An alternative reporting period will not exclude the mandates as outlined in ALA. ADMIN. CODE r 410-1-3-.11(2) – (6) regarding probationary status, applicable penalties, and participation in the Certificate of Need review process.

Alternative reporting periods will be discussed further at the next scheduled meeting of The Health Care Information and Data Advisory Council (HCIDAC). Specific guidelines regarding this issue will be included in the instructions for the 2017 Annual Report packet.

Your cooperation in improving healthcare data collected and analyzed by SHPDA is greatly appreciated. Should you have further questions, I may be contacted at [bradford.williams@shpda.alabama.gov](mailto:bradford.williams@shpda.alabama.gov).