



STATE OF WEST VIRGINIA
DEPARTMENT OF HUMAN SERVICES
BUREAU FOR MEDICAL SERVICES

Cynthia A. Persily, Ph.D.
Cabinet Secretary

Cynthia Beane
Commissioner

Date: November 20, 2024

TO: All Participating Providers of Nursing Facility Services and Interested Parties

FROM: Terry L. McGee, Program Manager for Long Term Care and ICF/IID Facilities

RE: CALENDAR 2025 BILLING SCHEDULE

Attached is the Calendar 2025 Billing Schedule for Long-Term Care Services. Claims received after the monthly billing deadline will be processed in the following billing cycle (i.e., the following month).

Also, please note the dates identified for the Minimum Data Set (MDS) data extraction were previously moved to Sunday extractions to process cleaner pull-down data from CMS. Please ensure that all MDS assessments that will be used for billing in that month have been transmitted and accepted at least three (3) days prior to the extraction date listed. This will ensure that your information is readily available.

If MDS transmissions occur **on or after** the MDS extraction date, the MDS assessment **will not** be included until the following month's extraction. Therefore, authorizations in the claims payment system will not be loaded manually and payment will not be made until the following month if the transmissions occur on or after the extraction date.

The MDS submission page provides the option to receive your Validation Reports. Always review your Validation Report after submitting your MDS data for possible errors or rejections.

If you have any questions or concerns regarding this schedule, please call (304) 352-4241 or email terry.l.mcgeei@wv.gov.

Attachment: Billing Schedule

