



application will replace the current PC-based Hospital Quarterly Reporting System (HQRS) software. We feel this reporting mechanism will alleviate many of the technical problems we have encountered maintaining the PC-based HQRS software in this rapidly changing PC environment.

**This means hospitals will be required to have a PC with Internet access and Internet Explorer 4.01 (Service Pack 1) or higher, in order to prepare and submit their Quarterly Reports. The application under development will not support Netscape at this time.** In January 2000, the Office will be mailing Quarterly Reporting Enrollment Forms to each hospital in order to establish User IDs and Passwords. The new HQRS software should be fully tested and implemented by March 15, 2000. Reporting modifications will be granted on a case-by-case basis to those hospitals that are unable to obtain Internet access by May 15, 2000, the initial report due date under the new reporting requirements.

The quarterly reporting periods and due dates for 2000 are:

<b>Quarter</b>	<b>From</b>	<b>To</b>	<b>Due Date</b>
1st Quarter	January 1, 2000	March 31, 2000	May 15, 2000 (Monday)
2nd Quarter	April 1, 2000	June 30, 2000	August 14, 2000 (Monday)
3rd Quarter	July 1, 2000	September 30, 2000	November 14, 2000 (Tuesday)
4th Quarter	October 1, 2000	December 31, 2000	February 14, 2001 (Wednesday)

#### **NEW WEB ADDRESS AND DATA DOWNLOADS ON OSHPD WEB-SITE**

The Office has changed to another Internet Service Provider (ISP), which resulted in our web-site moving to: "[www.oshpd.state.ca.us](http://www.oshpd.state.ca.us)". Please be sure to update your Internet Favorites and/or Bookmarks with the new address. We are constantly adding new data downloads to the Healthcare Data section. Additionally, we have added a Data Archive section which allows you to download previously released data files.

The most recent hospital annual financial data file available for download contains 225 selected data items derived from 528 Hospital Annual Disclosure Reports submitted to the Office with report periods ended January 1, 1998 through December 31, 1998. The data file is available in a comma-separated value text (TXT) format for MS Excel and database applications, and in a Lotus (WK3) format for Lotus 1-2-3 and Quatro Pro applications. Documentation is included when you download the data file. Attached are some reports which we produced using the 1998 data file that display financial and utilization data in various aggregations.

The most recent hospital quarterly financial data available for download are derived from Quarterly Financial and Utilization Reports submitted for the calendar quarter ended June 30, 1999. You can download either a data file for the calendar quarter ended June 30, 1999, or an aggregate data file for the four calendar quarters ended June 30, 1999. These data files are available in a comma-separated value (CSV) format and in a Lotus (WK3) format.

To find these downloadable data files on the Office's web-site, click on Healthcare Data from the Main Page. Then click on Information Resources, Data Users, Hospitals, and Financial. To use these files, you will need WinZip to uncompress the data files and Adobe Acrobat Reader to view the documentation.

#### **NEW E-MAIL ADDRESS FOR OSHPD STAFF**

The change in ISP has also changed our e-mail address. The new address is "<userid>@oshpd.state.ca.us". The old address was "<userid>@oshpd.cahwnet.gov". Please update your address books.

If you would like copies of previous Hospital Technical Letters, or if you have any questions, please call me at (916) 323-7681, or send a note to "kkwong@oshpd.state.ca.us".

Sincerely,

Kenrick J. Kwong, Supervisor  
Hospital Financial Data Unit