

2021 MGMA Cost and Revenue Survey Question Checklist



Time is a valuable thing! We've created a tiered participation benefit structure to ensure we reward you for the time spent completing the surveys. See details regarding the tiers for each survey below.

TIER 1	Submit the minimum amount of data required to be considered an eligible survey participant and receive this tier of the participation benefit.
TIER 2	Provide us with more than the minimum and we'll reward you with access to expanded benchmarking data in addition to the Tier 1 benefit.

Note: The Practice Profile must be completed before beginning any of the MGMA Surveys

[Click here to view full participation benefits details.](#)

[Click here to view the survey guide and learn more about what's included in each question.](#)

Use the checklist below to help you compile answers in preparation for survey participation.

Note: Practices that are "Multispecialty with specialty care only" will be asked to break out data for each specialty in the Cost and Revenue Survey.

(*Asterisks denote required questions)

DEMOGRAPHICS

<input type="checkbox"/>	*For the purpose of reporting the information in this questionnaire, what fiscal year was used?
<input type="checkbox"/>	How many branch/satellite clinics did your practice have, not counting the primary location?
<input type="checkbox"/>	Number of exam/treatment rooms?
<input type="checkbox"/>	What was the gross square footage of all practice facilities?
<input type="checkbox"/>	Does this practice/location rent or own its space?
<input type="checkbox"/>	How many years has this practice/location been open?
<input type="checkbox"/>	What accounting method was used for tax reporting purposes?
<input type="checkbox"/>	What accounting method was used for internal management purposes?
<input type="checkbox"/>	Did your practice provide ancillary/supplementary services? Such services are those that are provided as part of, or are wholly owned by the practice.
<input type="checkbox"/>	*Did your practice utilize a care team model? ANESTHESIOLOGY PRACTICES ONLY



CHARGES

<input type="checkbox"/>	Gross fee-for-service charges
<input type="checkbox"/>	Adjustments to fee-for-service charges
<input type="checkbox"/>	Adjusted fee-for-service charges (Gross fee-for-service charges – Adjustments to fee-for-services charges)
<input type="checkbox"/>	Bad debts due to fee-for-service activity
<input type="checkbox"/>	Gross charges for patients covered by capitation contracts
<input type="checkbox"/>	Total gross charges (Gross fee-for-service charges + Gross charges for capitation contracts)

REVENUE

<input type="checkbox"/>	*Total net fee-for-service collections/revenue
<input type="checkbox"/>	Gross capitation revenue
<input type="checkbox"/>	Purchased services for capitation patients
<input type="checkbox"/>	Net capitation revenue (Gross capitation revenue - Purchased services for capitation patients)
<input type="checkbox"/>	Incentive-based revenue
<input type="checkbox"/>	Other medical revenue
<input type="checkbox"/>	Revenue from the sale of medical goods and services
<input type="checkbox"/>	Gross revenue from other medical activities (Incentive-based revenue + Other medical revenue + Revenue from sale of medical goods and services)
<input type="checkbox"/>	Cost of sales and/or cost of other medical activities
<input type="checkbox"/>	Net other medical revenue (Gross revenue from other medical activities - Cost of sales/other medical activities)
<input type="checkbox"/>	*Total medical revenue (Total net fee-for-service collections/revenue + Net capitation revenue + Net other medical revenue)
<input type="checkbox"/>	Nonmedical revenue (investment and rental revenue)
<input type="checkbox"/>	Extraordinary nonmedical revenue
<input type="checkbox"/>	Financial support from parent organization (subsidies)
<input type="checkbox"/>	Goodwill amortization
<input type="checkbox"/>	Nonmedical cost (income taxes)
<input type="checkbox"/>	Extraordinary nonmedical cost
<input type="checkbox"/>	Net nonmedical income or loss ((Nonmedical revenue + Extraordinary nonmedical revenue + Financial support from parent organization (subsidies) - Goodwill amortization - Nonmedical cost - Extraordinary nonmedical cost)



STAFF	
<input type="checkbox"/>	General administrative FTE and Cost
<input type="checkbox"/>	Patient accounting FTE and Cost
<input type="checkbox"/>	General accounting FTE and Cost
<input type="checkbox"/>	Managed care administrative FTE and Cost
<input type="checkbox"/>	Information technology FTE and Cost
<input type="checkbox"/>	Housekeeping, maintenance, security FTE and Cost
<input type="checkbox"/>	*Total business operations support staff FTE and Cost (Add General administrative through Housekeeping, maintenance, security)
<input type="checkbox"/>	Medical receptionists FTE and Cost
<input type="checkbox"/>	Medical secretaries, transcribers FTE and Cost
<input type="checkbox"/>	Medical records FTE and Cost
<input type="checkbox"/>	Other administrative support FTE and Cost
<input type="checkbox"/>	*Total front office support staff FTE and Cost (Add Medical receptionists through Other administrative support)
<input type="checkbox"/>	Registered nurses FTE and Cost
<input type="checkbox"/>	Licensed practical nurses FTE and Cost
<input type="checkbox"/>	Medical assistants, nurse's aides FTE and Cost
<input type="checkbox"/>	*Total clinical support staff FTE and Cost (Add Registered nurses through Medical assistants, nurse's aides)
<input type="checkbox"/>	Clinical laboratory FTE and Cost
<input type="checkbox"/>	Radiology and imaging FTE and Cost
<input type="checkbox"/>	Other medical support services FTE and Cost
<input type="checkbox"/>	*Total ancillary support staff FTE and Cost (Add Clinical laboratory, through Other medical support services)
<input type="checkbox"/>	*Total employed support staff FTE and Cost (Business operations + Front office + Clinical + Ancillary)
<input type="checkbox"/>	*Total employed support staff benefit cost
<input type="checkbox"/>	Total contracted support staff (temporary) FTE and Cost
<input type="checkbox"/>	*Total support staff FTE and Cost (Total employed support staff + Benefit cost + Contracted support staff)



EXPENSES

<input type="checkbox"/>	Information technology
<input type="checkbox"/>	Drug supply
<input type="checkbox"/>	Medical and surgical supply
<input type="checkbox"/>	Building and occupancy
<input type="checkbox"/>	Building depreciation
<input type="checkbox"/>	Furniture and equipment
<input type="checkbox"/>	Furniture and equipment depreciation
<input type="checkbox"/>	Administrative supplies and services
<input type="checkbox"/>	Professional liability insurance premiums
<input type="checkbox"/>	Other insurance premiums
<input type="checkbox"/>	Legal fees
<input type="checkbox"/>	Consulting fees
<input type="checkbox"/>	Outside professional fees
<input type="checkbox"/>	Promotion and marketing
<input type="checkbox"/>	Clinical laboratory
<input type="checkbox"/>	Radiology and imaging
<input type="checkbox"/>	Other ancillary services
<input type="checkbox"/>	Billing and collections purchased services
<input type="checkbox"/>	Management fees paid to an MSO or PPMC
<input type="checkbox"/>	Miscellaneous operating cost
<input type="checkbox"/>	Cost allocated to medical practice from parent organization
<input type="checkbox"/>	*Total general operating cost (Add Information technology through Cost allocated to medical practice)
<input type="checkbox"/>	*Total operating cost (Total support staff cost + Total general operating cost)



PROVIDERS

<input type="checkbox"/>	Advanced practice provider provider compensation
<input type="checkbox"/>	Advanced practice provider provider benefit cost
<input type="checkbox"/>	*Total advanced practice provider FTE and Cost (Advanced practice provider compensation + Advanced practice provider benefit cost)
<input type="checkbox"/>	Primary care physicians FTE
<input type="checkbox"/>	Nonsurgical specialty physicians FTE
<input type="checkbox"/>	Surgical specialty physicians FTE
<input type="checkbox"/>	Total physician compensation
<input type="checkbox"/>	Total physician benefit cost
<input type="checkbox"/>	*Total physicians FTE and Cost (Primary care FTE + Nonsurgical FTE + Surgical physicians FTE) (Total physician compensation + Physician benefit cost)
<input type="checkbox"/>	*Total providers FTE and Cost (Total advanced practice providers + Total physicians)

NET INCOME

<input type="checkbox"/>	*Total medical revenue after operating cost (Total medical revenue - Total operating cost)
<input type="checkbox"/>	*Net practice income or loss (Total medical revenue after operating cost - Total provider cost + Net nonmedical income or loss)

PERFORMANCE

<input type="checkbox"/>	Current to 30 days in A/R
<input type="checkbox"/>	31 to 60 days
<input type="checkbox"/>	61 to 90 days
<input type="checkbox"/>	91 to 120 days
<input type="checkbox"/>	Over 120 days
<input type="checkbox"/>	Total Accounts Receivable (Current to 30 days + 31 to 60 days + 61 to 90 days + 91 to 120 days + Over 120 days)
<input type="checkbox"/>	Did your practice re-age accounts receivable when a balance was transferred to a secondary carrier or the patient's private account?
<input type="checkbox"/>	Medicare percent of gross charges
<input type="checkbox"/>	Medicaid percent of gross charges
<input type="checkbox"/>	Commercial percent of gross charges



PERFORMANCE (CONTINUED)

<input type="checkbox"/>	Workers' compensation percent of gross charges
<input type="checkbox"/>	Charity care percent of gross charges
<input type="checkbox"/>	Self-pay percent of gross charges
<input type="checkbox"/>	Other federal government payers percent of gross charges
<input type="checkbox"/>	*Total payer mix gross charges (Add Medicare through Other federal government payers)
<input type="checkbox"/>	*Specify the number of Level 1, 2 and 3 trauma centers serviced ANESTHESIOLOGY PRACTICES ONLY
<input type="checkbox"/>	*Number of Hospital, Same-Day Surgery Center, Surgeon Offices and Other facilities staffed ANESTHESIOLOGY PRACTICES ONLY
<input type="checkbox"/>	*Number of Hospital, Same-Day Surgery Center, Surgeon Offices and Other anesthetizing locations ANESTHESIOLOGY PRACTICES ONLY
<input type="checkbox"/>	What was the total number of hospitals covered that paid a stipend? ANESTHESIOLOGY PRACTICES ONLY
<input type="checkbox"/>	*Total stipend amount for top 3 entities ANESTHESIOLOGY PRACTICES ONLY
<input type="checkbox"/>	Number of beds for top 3 entities ANESTHESIOLOGY PRACTICES ONLY

PRODUCTION

<input type="checkbox"/>	Medical procedures conducted inside the practice's facilities: Number of procedures and Gross charges
<input type="checkbox"/>	Medical procedures conducted outside the practice's facilities: Number of procedures and Gross charges
<input type="checkbox"/>	Surgery and anesthesia procedures conducted inside the practice's facilities: Number of procedures and Gross charges
<input type="checkbox"/>	Surgery and anesthesia procedures conducted outside the practice's facilities: Number of procedures and Gross charges
<input type="checkbox"/>	Clinical laboratory and pathology procedures: Number of procedures and Gross charges
<input type="checkbox"/>	Diagnostic radiology and imaging procedures: Number of procedures and Gross charges
<input type="checkbox"/>	Total procedural gross charges (Medical procedures + Surgery and anesthesia procedures + Clinical laboratory + Diagnostic radiology)
<input type="checkbox"/>	Nonprocedural gross charges
<input type="checkbox"/>	Total gross charges (Total procedural gross charges + Nonprocedural gross charges)



PRODUCTION (CONTINUED)	
<input type="checkbox"/>	*Work RVUs
<input type="checkbox"/>	*Total RVUs
<input type="checkbox"/>	Total ASA units ANESTHESIOLOGY PRACTICES ONLY
<input type="checkbox"/>	*Number of individual patients
<input type="checkbox"/>	Number of patient encounters
<input type="checkbox"/>	Practice panel size for the past 18 months CARDIOLOGY AND PRIMARY CARE PRACTICES ONLY
<input type="checkbox"/>	Surgical anesthesia: *Physician base units, *Physician Minutes, Charge per ASA Unit, *Number of cases, Gross charges, Total medical revenue ANESTHESIOLOGY PRACTICES ONLY
<input type="checkbox"/>	Labor epidurals: *Number of cases, Gross charges, Total medical revenue ANESTHESIOLOGY PRACTICES ONLY
<input type="checkbox"/>	C-Sections: *Number of cases, Gross charges, Total medical revenue ANESTHESIOLOGY PRACTICES ONLY
<input type="checkbox"/>	Epidurals: *Number of cases, Gross charges, Total medical revenue ANESTHESIOLOGY PRACTICES ONLY
<input type="checkbox"/>	Follow-up visits: *Number of cases, Gross charges, Total medical revenue ANESTHESIOLOGY PRACTICES ONLY
<input type="checkbox"/>	Nerve blocks for post op pain: *Number of cases, Gross charges, Total medical revenue ANESTHESIOLOGY PRACTICES ONLY
<input type="checkbox"/>	Critical care services: *Number of cases, Gross charges, Total medical revenue ANESTHESIOLOGY PRACTICES ONLY
<input type="checkbox"/>	Other (lines, intubations, etc.): *Number of cases, Gross charges, Total medical revenue ANESTHESIOLOGY PRACTICES ONLY
<input type="checkbox"/>	*Total for anesthesiology procedures: Number of cases, Gross charges, Total medical revenue ANESTHESIOLOGY PRACTICES ONLY
<input type="checkbox"/>	Claims processed per biller ANESTHESIOLOGY PRACTICES ONLY



TELEHEALTH

<input type="checkbox"/>	Telehealth gross charges
<input type="checkbox"/>	Adjustments to telehealth gross charges
<input type="checkbox"/>	Adjusted telehealth charges
<input type="checkbox"/>	Overall telehealth revenue
<input type="checkbox"/>	Overall cost of telehealth-based technology
<input type="checkbox"/>	Number of telehealth encounters
<input type="checkbox"/>	Payer Mix – percent of total gross charges for telehealth services only