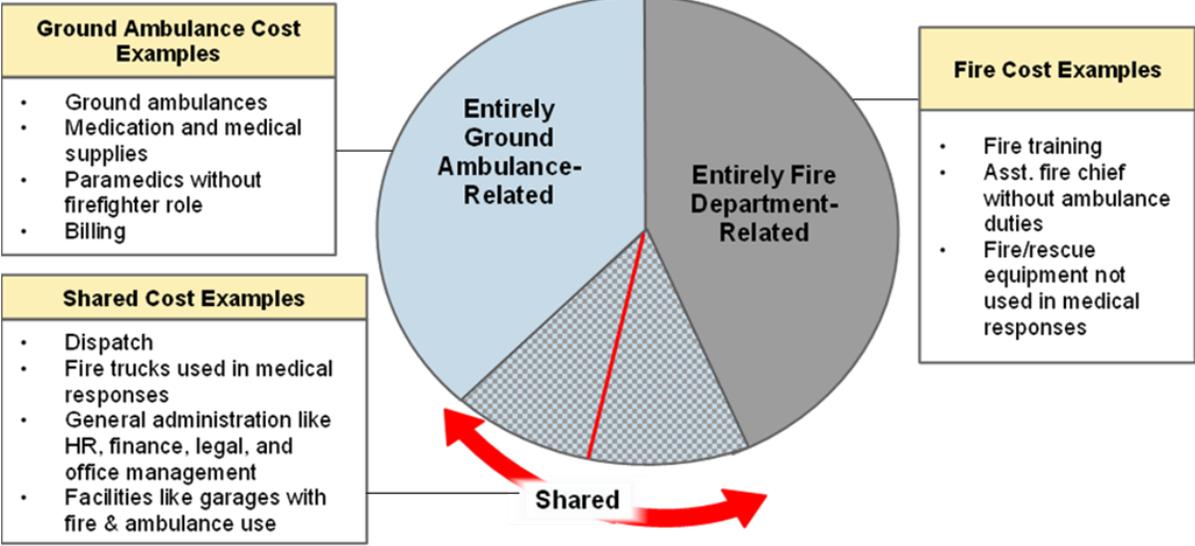# Medicare Ground Ambulance Data Collection System (GADCS):
Allocating Costs and Revenues Tip Sheet

> **Selected ground ambulance organizations must collect and report information to the Centers for Medicare & Medicaid Services (CMS) via the Medicare Ground Ambulance Data Collection System (GADCS). For more information, see CMS' GADCS Frequently Asked Questions document.**

Many organizations have shared costs and revenues with services (e.g., fire, police, hospital, government) not related to ground ambulance operations. Therefore, the GADCS will ask you to allocate certain costs and revenues (i.e., estimate the proportion of costs or revenues specifically related to ground ambulance operations). A conceptualization of how certain costs may be shared within a fire department-based organization is shown below.

The general process you will follow to allocate these costs and revenues is to:
1. Review GADCS questions and instructions
2. Identify which specific costs and revenues are shared and must be allocated
3. Choose and apply a data-driven allocation approach (specific examples follow)
4. Decide how to report the information in GADCS.

You will be asked to allocate in the following GADCS sections:
- Section 7: Labor
- Section 8: Facilities
- Section 9: Vehicles
- Section 10: Equipment, consumables, and supplies
- Section 11: Other costs
- Section 13: Revenues.

Organizations may use a variety of approaches to allocating, including those already used internally by your organization. In general, approaches should be data driven, explainable, and closely related to the relevant cost or revenue.

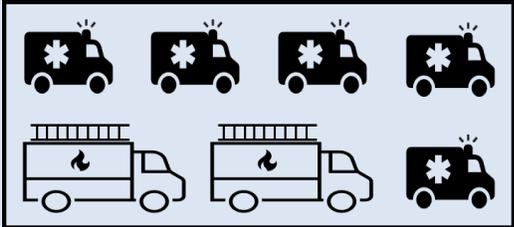Potential allocation approaches include but are not limited to those based on:
1. Share of primarily medical-related responses as a share of total responses (i.e., medical, fire, and police responses)
2. Share of physical space dedicated to ground ambulance services
3. Share of time spent related to ground ambulance related activities
4. Share of personnel dedicated to ground ambulance activities.

Finally, you will be asked to report a final allocated amount of ground ambulance costs or revenues into GADCS. You may do this using one of two options:
1. Report total cost or revenue only, then report the percentage of the cost or revenue that is ground ambulance-related (e.g., total annual cost of uniforms is $1,000; 70% of costs are ground ambulance-related)
2. Report only the cost or revenue related to ground ambulance services, then report the cost as being 100% ground ambulance related (e.g., using the same example above, you could also report that the cost of uniforms related to ground ambulance services is $700; 100% of costs are ground ambulance-related).

Below are two examples using different allocation and reporting approaches. In the first example, a fire department allocates the cost of a garage that includes ambulances, which are primarily used to respond to emergency medical calls, and fire trucks, which are primarily used to respond to fire calls.

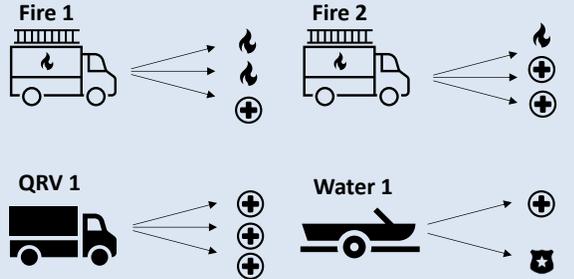## Example 1. Allocating facilities based on physical space, reporting only total costs

The garage is 5,000 sq. ft. and cost $30,000 to rent during the report period. 63% of the garage space is used for ground ambulances and 37% is used for fire trucks.

Facility name	Square footage	% for Ground Ambulance	Annual Rental Costs
Garage	5,000	63%	30,000

In the second example, a public safety organization has four non-ambulance vehicles: two fire trucks used to respond to both fires and medical calls, a quick-response vehicle (QRV) that only assists with medical calls, and a boat that is used for both medical and police responses.

Example 2. Allocating non-ambulance vehicles based on responses, reporting only ground ambulance costs

Medical responses comprise 33% of Fire 1, 67% of Fire 2, 100% of QRV 1, and 50% of Water 1 responses. Annual depreciation is $6,000 per vehicle.

Name/ Description	Annual Depreciation Expense	% Ground Ambulance Related Miles
Fire 1	$2,000	100%
Fire 2	$4,000	100%
QRV 1	$6,000	100%
Water 1	$3,000	100%

EMS Responses   Fire Responses   Police Responses