

PBJ Reporting



Payroll-Based Journal Reporting (PBJ) requires nursing homes to electronically submit staffing data on a more frequent basis to The Centers for Medicare and Medicaid Services (CMS) to ensure consistency of care and to develop higher standards throughout the industry. PeopleGuru helps organizations maintain compliance to sustain their 5 star rating by:



STREAMLINING PROCESSES

- Easily convert payroll and time keeping data to PBJ format
- Map existing job titles & exempt statuses to CMS required PBJ codes
- Avoid duplicate data entry and human error with single platform for HCM/Payroll



MITIGATING RISK

- Identify issues through visual dashboards and reports
- Review and modify PBJ as needed prior to submission
- Compare staff hire & termination dates to previous submissions



ACCURATELY REPORTING LABOR COSTS

- Include partial direct care hours for administrative staff
- Exclude non-direct care hours by unit, department, or title
- Account for salaried and contract workers



ENSURING COMPLIANCE

- Apply job titles and pay types to the Paid Hours Report
- Filter non-reportable hours- PTO, sick, and vacation
- Instantly produce one correctly formatted, single file to submit to CMS



DRIVING PEOPLE PRODUCTIVITY

- Compare multiple communities using staffing metrics
- Mobile & web time entry
- Review and approve PTO