2026 SNF Audit Readiness Checklist

We've distilled the new CMS requirements into this checklist to ensure your team never misses a notification or a deadline. Use this to assign roles and secure your 2% payment update. When you receive your letter, reach out to us. **Our experts will focus on securing your 2% payment update and the submission of requested documentation within the 45-day window.**

"Hidden" CMS Notification for SNF Data Validation Process

- **Do you know what to look for?**
- **Do you know where to find it?**
- **Do you have a designated person to monitor iQIES?**
- **Do you know what the letter looks like?**

Perhaps the most critical change is how you are notified. **CMS will not send an email.** Notifications are posted exclusively in the **iQIES system** under the *MDS 3.0 Provider Preview Reports* folder. Once that notice is posted, the clock starts. You have:

- **5 Business Days** to submit your primary and secondary Points of Contact.
- **45 Calendar Days** to submit all required medical records.

Coretactics is currently helping facilities navigate these new requirements, ensuring their MDS data is accurate and their monitoring systems are airtight.

Be Prepared
With the **5-day window**, your team **must** be monitoring iQIES **at least once per week.** If you haven't checked your iQIES folder this week, **now is the time.**

5-Day iQIES Response Checklist
Don't miss your **5-Day Window** due to a lack of iQIES monitoring and prepare now to meet the submission requirements within the **45-day limit**.

1. **System Access:** Secure a list of staff members with active iQIES login credentials. Ensure that at least 3 people have access.
2. **Designated Monitoring Person:** Who will be responsible for checking iQIES regularly?
3. **Monitoring Schedule:** Designate an "iQIES Check Day or Days" (e.g., every Tuesday and Thursday morning) marked on the facility calendar with reminders sent to the Designee responsible for checking.
4. **The POC Duo:** Pre-determine your Primary and Secondary Points of Contact. Have names, direct phone lines, and emails ready for submission.
5. **Record Retrieval Protocol:** Prepare a step-by-step plan to pull and digitize medical records within 45 days.
6. **Quality Measure Audit:** Conduct a pre-audit of the MDS-based QMs currently affecting your VBP and QRP scores.
7. **Response Plan for Follow-up Requests from CMS**: All information must be submitted within the specified 45-day period. This includes requests for follow-up or additional materials. The only exception is for CMS requests made after day 45, for which a **24 business hour window** will be permitted for your response.

With such tight timelines for response, time is of the essence. You can see why it is critical to prepare in advance and to monitor your iQIES diligently. Coretactics experts are here to help you.

Call 518-280-1343 or Email Us Today!