



Memorandum

Date: December 22, 2025

To: Medicaid Nursing Facility Providers
TennCare Health Plans

From: Kathleen Livingstone, Value-Based Purchasing Director, LTSS

Subject: NF QuILTSS #18 Submission Process for the January 1, 2025 to December 31, 2025 measurement period.

The purpose of this memo is to provide IMPORTANT and TIME-SENSITIVE information about the schedule and requirements for the QuILTSS #18 submission. Complete and timely submission of data for QuILTSS #18 will affect your TennCare reimbursement for Nursing Facility (NF) services so it is important to be mindful of all submission dates detailed in this memo.

As a reminder, details regarding QuILTSS #18 measurements, expectations and scoring were previously outlined in the [NF QuILTSS 18 Quality Measurement Period Memo](#), which was distributed in September 2025. Please refer to that document for guidance on performance metrics and evaluation standards.

The measurements and supporting documentation a facility should submit directly to TennCare via the [Formstack](#) submission portal are outlined below. The portal is now open for submissions and will remain accessible until the **submission deadline of January 31, 2026**. If a facility chooses not to submit any of the listed items, it must clearly note this in the submission portal to ensure TennCare has a complete record of participation.

Formstack submissions to include:

1. Consistent Staff Assignment

Facilities are required to use the [Consistent Assignment Tracking Tool 2025](#) to report consistent staffing data. To be eligible for scoring, each facility must submit a separate report for each month of data being reported. A minimum of three distinct

months from the current QUILTSS#18 reporting cycle must be submitted, including at least one month between October and December 2025.

All reports must be uploaded to the Formstack submission portal, and only submissions using the official tracking tool format will be accepted. Data submitted in any other format will not be scored.

Detailed instructions for completing the tracking tool are embedded within the spreadsheet. Additional guidance is available in the recorded submission training webinar, which can be accessed on the [Myers and Stauffer LC website](#).

The **submission deadline is 11:59 pm CT on January 31, 2026**. Submissions received after this deadline will not be evaluated.

2. Staff Retention

Facilities are required to use the [Staff Retention Reporting Tool](#) to be eligible for scoring on data related to staff retention. Data submitted in any other format will not be scored.

Detailed instructions for completing the tracking tool are embedded within the spreadsheet. Additional guidance is available in the recorded submission training webinar, which can be accessed on the [Myers and Stauffer LC website](#).

The **submission deadline is 11:59 pm CT on January 31, 2026**. Submissions received after this deadline will not be evaluated.

3. Bonus Points

To earn bonus points, a facility must show proof that the award or accreditation is valid during the review period. The list of approved awards and accreditations is provided below:

- a. The Eden Alternative – Only Growth or Certified members are eligible.
- b. Malcolm Baldrige Quality Award – Includes the AHCA/NCAL Awards (Bronze, Silver, or Gold) and the Tennessee Center for Performance Excellence Awards (Levels II, III, or IV). The award must have been received within the three years before the end of the review period when the bonus points are being requested.
- c. Accreditation by the Commission on Accreditation of Rehabilitation Facilities (CARF)
- d. Accreditation by The Joint Commission

The **submission deadline is 11:59 pm CT on January 31, 2026**. Submissions received after this deadline will not be evaluated.

Please take note that only the Consistent Staff Assignment, Staff Retention, and documentation for bonus points need to be submitted to TennCare through Formstack. The QBlue survey results will be sent directly to TennCare by QBlue, and data for staffing hours and clinical metrics will be pulled from the CMS Nursing Home Care Compare datasets — no additional action is needed from facilities for these items.

You will receive confirmation that your submission has been successfully uploaded. If you do not receive confirmation immediately, please contact [QuILTSS](#) so we can investigate.

The submission portal will close at midnight CT, on February 1, 2026, so be sure to complete your submissions by **January 31, 2026**. We recommend starting the submission process early to allow time to resolve any unexpected issues.

For questions related to rate setting or scoring, please contact [TN Case Mix](#), questions related to the surveys [Q Blue Support](#). For all other inquiries, please email [QuILTSS](#)

cc: Tennessee HealthCare Association

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