



TO: Chief Financial Officers

FROM: Cait Cooksey, Deputy Director – Hospital Rate Regulation

DATE: June 26, 2023

RE: FY 2024 Hospital Employees Retraining Fund Assessment -
Procedures for Submission

Adam Kane, Esq
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Joseph Antos, PhD
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The purpose of this memorandum is to provide you with the amount of the assessment for FY 2024, as well as the instructions for its submission.

In accordance with SB 938, on July 1st each hospital regulated by the Health Services Cost Review Commission (HSCRC) shall pay to the Department of Labor a direct remittance of 0.006 percent of its total annual revenue for the preceding year to fund the Hospital Employees Retraining Fund.

This fund will sunset on September 30, 2023. As a result, the July 1 payment amounts have been prorated to accommodate a 3-month assessment. By July 15, 2023, hospitals are required to submit to the Commission, a copy of the payment receipt submitted to the Department of Labor to verify compliance. Please submit the receipt to HSCRC.assessment@maryland.gov.

Payments are to be made via Maryland Department of Labor website:

Application Name: MD Labor Hospital Training Fund

Link: [Department of Labor - Hospital Training Fund Payment Portal](#)

If you have any questions, please contact Dennis N. Phelps, dennis.phelps@maryland.gov or Andrea Strong, andrea.strong@maryland.gov.

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