On May 1, 2018, CMS implemented the new Medicare Cost Report e-Filing (MCReF) system.   As an alternative to existing submission options (mail / hand-delivery), providers now have the option to electronically submit their cost report package to their MAC for fiscal year's ending on or after 12/31/2017, through MCReF. After 1/2/19, MCReF is the only CMS-allowable method of electronic cost report submission. CMS' MCReF system received over 2,000 cost report submissions in its first month of availability.

Cost reports can be e-filed via MCReF at the following URL: https://mcref.cms.gov

CMS established a new dedicated MCReF user role under the PS&R/STAR application within the Enterprise Identity Management (EIDM) system. Providers' PS&R Security Officials (SOs) and Backup Security Officials (BSO) automatically inherit access to the MCReF system as long as their EIDM account is in good standing. Providers may designate the MCReF authorized user role to any number of users who will be able to electronically submit the Medicare cost report package on behalf of a provider. A provider's SO or BSO is responsible for approving their user's requests for the MCReF authorized user role.

On September 10, 2018, CMS implemented an enhancement to EIDM to allow users to submit multiple MCReF role requests for approval at the same time to organizations they represent. Users no longer have to wait for approval of a request before being able to submit another request. This will allow users that represent multiple organizations to submit role requests and obtain timely approval.

How to request the MCReF authorized user role:

I have an EIDM account:

- Log into your EIDM account at https://portal.cms.gov.
- Click on the "My Access" option within the profile name drop-down in the upper right-hand corner of the screen (to the left of 'Help')
- Click on the "Add Role" button within the "My Access PS&R/STAR" widget (this should display the roles that you currently have assigned)
- Select the "I work for a Medicare Provider and I want to register for PS&R" option from the "Select a Group" drop-down
- Select the "MCReF Approved Cost Report Filer" option from the "Select a Role" drop-down
- Click on the "Next" button and complete the role request process

The request will be routed to the provider's SO for approval.

I do not have an EIDM account:

- Create an EIDM account at https://portal.cms.gov
- Once logged into your EIDM account, click on the "My Access" option within the profile name drop-down in the upper right-hand corner of the screen (to the left of 'Help').
- Once on the "My Access" page, identify the "PS&R/STAR" application in the Application Catalog provided on the left-side of the screen and click on that application's "Request Access" button.
- Select the "I work for a Medicare Provider and I want to register for PS&R" option from the "Select a Group" drop-down.

- Select the "MCReF Approved Cost Report Filer" option from the "Select a Role" drop-down
- Click on the "Next" button and complete the role request process.

The request will be routed to the provider's SO for approval.

Please contact the EUS helpdesk if you have any questions regarding access to MCReF. The contact information for the EUS helpdesk is:

Tel: 866-484-8049, 866-523-4759TTY/TDD

Email: eussupport@cgi.com

Website: https://eus.custhelp.com/app/answers/list