

FORM FR-3
Hospital Financial Reporting

PLEASE NOTE: The 2008 Report is due no later than 120 days after the end of facility's fiscal year.

Pursuant to ORS 442.463, the Office for Oregon Health Policy and Research (OHPR) requires that every health care facility submit an FR-3 as part of their annual financial reporting.

For the 2008 reporting year, there are two ways to submit Form FR-3:

1. **Excel Electronic Form** This is OHPR's preferred method.

In order to submit your data with this form, download the **2008 Form FR-3** to your desktop. **DO NOT COMPLETE THIS FORM WHILE YOU ARE ON THE WEB. YOUR DATA WILL NOT BE SAVED!**

After downloading the document and saving it to your desktop, enter your data directly into the Word form, **save, and email the completed form back to:**

Breckon Neat at breckon.neat@state.or.us

2. **Paper Copy**

If you do not have access to Microsoft Word and/or email capability, your facility's data can be submitted on a paper form. In order to submit your data on paper, download the **2008 Paper Form FR-3**. This form is in Adobe pdf format. If you cannot open the document, you can download the necessary software at no cost by clicking on the following: **Adobe Reader**.

Enter your data on the paper form (please type or print clearly) and mail to:

Breckon Neat
Office for Oregon Health Policy and Research
1225 Ferry St. SE, 1st Floor
Salem, OR 97301

Questions? If you have any questions about your data submission or about the forms, please feel free to email Breckon Neat at breckon.neat@state.or.us, (503) 373-2287 or Sean Kolmer at Sean.Kolmer@state.or.us, (503) 373-1824

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| ALL 2008 DATA SUBMISSIONS ARE DUE NO LATER <u>THAN 120</u> <u>days after the end of your facility's fiscal year.</u> |
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