



SERVICE ANNUAL SURVEY
U.S. DEPARTMENT OF COMMERCE
U.S. CENSUS BUREAU

Worksheet

SA-62000

(10-01-2020)

2020 ANNUAL SERVICES REPORT

Due Date

WORKSHEET

Need help or have questions?

Call 1-877-787-9860, option "1"
(8:00 a.m. - 8:00 p.m. ET, M-F)
or **Visit**

<https://www.census.gov/programs-surveys/sas/information.html>

YOUR RESPONSE IS REQUIRED BY LAW.

Title 13 United States Code (U.S.C.), Sections 131 and 182 authorizes this collection. Sections 224 and 225 require your response. The U.S. Census Bureau is required by Section 9 of the same law to keep your information **CONFIDENTIAL** and can use your responses only to produce statistics. The Census Bureau is not permitted to publicly release your responses in a way that could identify your business, organization, or institution. Per the Federal Cybersecurity Enhancement Act of 2015, your data are protected from cybersecurity risks through screening of the systems that transmit your data.

This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-0422 and appears at the upper right of this page. Without this approval, we could not conduct this survey.

DO NOT use this worksheet to respond to the survey, it is intended to assist you with gathering and preparing your data prior to reporting online.

Please view the online report for specific instructions that may apply to your EIN or firm.

Return to <https://portal.census.gov> when you are ready to report online.

GENERAL INSTRUCTIONS

- Any significant change in this firm's operations should be noted in **17**.
- For establishments sold or acquired in 2020, report data only for the period the establishments were operated by this firm.
- Estimates are acceptable if book figures are not available.
- Enter "0" where applicable.
- Do not combine data for two or more detailed lines.
- Report data on an accrual basis, except for payroll.
- Figures should be rounded to the nearest dollar.
- If a figure is \$1,030,280,456 it should be reported as →

\$ Bil.	Mil.	Thou.	Dol.
1	0	3	0
2	8	0	4
5	6		

Include:

- Data for all Services establishments (excluding data for Retail, Wholesale, Manufacturing, Mining, and Construction operations) as defined by the survey coverage in **1B**.
- Data for auxiliary facilities primarily engaged in supporting services to those establishment(s) such as warehouses, garages, central administrative offices, and repair services.

1 A. MAILING ADDRESS

Is this firm's name and mailing address the same as shown in the mailing address above?

☐ Yes

0035

☐ No - Enter corrections in the mailing address above

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1 B. SURVEY COVERAGE**Did this firm provide the business activities described below?**

- 0001 ☐ Yes
- ☐ No - Specify this firm's business activity ↴
- 0002

2 Not Applicable.**3 ORGANIZATIONAL CHANGE****A. Did this firm experience any acquisitions, sales, mergers, divestitures, and/or cease operations in 2020?**

- 0016 ☐ Yes
- ☐ No - Go to **4**

B. Which of the following organizational changes occurred in 2020?*Check all that apply. If more than one organizational change occurred during the reporting period, explain in **17**.*

0091	☐ Acquisition	} <i>Date of organizational change</i> 0018	Month	Day	Year
	☐ Sale		<input type="text"/>		
	☐ Merger				
	☐ Divestiture				
	☐ Ceased Operation - <i>Date of ceased operation/closure</i> 0028		Month	Day	Year
			<input type="text"/>		

0017	Name of company	0019	EIN (9 digits)
<input type="text"/>		<input type="text"/>	
Address (Number and street, P.O. Box, etc.)			
<input type="text"/>			
City, town, village, etc.		State	ZIP Code
<input type="text"/>		<input type="text"/>	<input type="text"/>

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4 REPORTING PERIOD

NOTE: Calendar year data are preferred. If they are unavailable, please report for the fiscal year that includes at least six months of data for the 2020 calendar year or other partial year data included in the 2020 calendar year.

What time period is covered by the data provided in this report?

☐ Calendar year

0006 ☐ Fiscal year - *Report beginning and ending dates*

☐ Partial year - *Report beginning and ending dates*

2020		
Beginning Date		
Month	Day	Year
0007		
Ending Date		
Month	Day	Year
0008		

5 TAX STATUS

A. Is this firm or organization operated on a not-for-profit basis?

0031 ☐ Yes

☐ No - Go to **6**

B. Was all or part of the income of this firm or organization exempt from Federal income taxes under section 501 of the Internal Revenue Code?

0030 ☐ Yes

☐ No

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6 SALES, RECEIPTS, OR REVENUE**What were the revenues for this firm in 2020?****Include:**

- Report gross billings, **except** where noted elsewhere on the form.
- Dues and assessments from members and affiliates.
- Revenues from electronic sources.

Exclude:

- Transfers made within the company.
- Taxes collected directly from customers or clients and paid directly to a local, state, or federal tax agency.
- Revenue of foreign subsidiaries (those located outside the U.S., i.e., outside the 50 states, District of Columbia, U.S. Commonwealth Territories, or U.S. possessions).

INSTRUCTIONS FOR TAXABLE FIRMS**Include:**

- Amounts received for work subcontracted to others.
- For locations that were sold or acquired during a year, only report for the periods that this firm operated the locations.
- Revenue from services performed by domestic locations of foreign parent firms, subsidiaries, branches, etc.

Exclude:

- Rents from and revenue of separately operated departments, concessions, etc., which are leased to others.
- Commissions from vending machine operators.

INSTRUCTIONS FOR TAX-EXEMPT FIRMS**Include:**

- Program service revenue for services provided in the applicable period, whether or not payment was received in the applicable period.
- Gross sales of merchandise minus returns and allowances.
- Income from interest, dividends, gross rents (including display space rentals and share of receipts from departments operated by other companies), royalties, and other investments.
- Gross contributions, gifts, and grants (whether or not restricted for use in operations).
- Commissions earned from the sale of merchandise owned by others (including commissions from vending machine operators).
- Gross receipts from fundraising activities.

Exclude:

- Gross receipts of departments or concessions operated by other companies.
- Amounts transferred to operating funds from capital or reserve funds.

Mark "X"
if None**2020**

\$ Bil.	Mil.	Thou.	Dol.
---------	------	-------	------

- 1. Net Patient Care Revenue** - Using net patient revenues, report your sources of revenue in each of the below categories. **Include** the value of total patient care operating receipts collected for the reporting period. This figure should be reported net of any negotiated discounts and write-downs for bad debt. **Exclude** non-patient care revenue such as grants, subsidies, contributions, philanthropy, and sales from gift shops, cafeteria and parking lot receipts

a. Government payers - Report revenues from the following sources:

1. Medicare - Fee for service only from parts A, B and D
(exclude part C) 4106

☐

2. Medicaid - Fee for service only 4107

☐

3. Workers' compensation 4108

☐

4. All other government programs - **Include** programs such as but not limited to: Children's Health Insurance Program (CHIP), Department of Defense (DOD), Civilian Health and Medical Programs of the Department of Veterans Affairs (CHAMPVA), TRICARE, Substance Abuse and Mental Health Services Administration (SAMHSA), and Indian Health Services (IHS) 4109

☐

b. Revenue from health care providers - **Include** revenue from hospitals, health practitioners, outpatient care facilities, etc. 9129

☐CONTINUE WITH **6** ON PAGE 5

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6 SALES, RECEIPTS, OR REVENUE - ContinuedMark "X"
if None**2020**

\$ Bil.	Mil.	Thou.	Dol.
---------	------	-------	------

- 1. Net Patient Care Revenue** - Using net patient revenues, report your sources of revenue in each of the below categories. **Include** the value of total patient care operating receipts collected for the reporting period. This figure should be reported net of any negotiated discounts and write-downs for bad debt. **Exclude** non-patient care revenue such as grants, subsidies, contributions, philanthropy, and sales from gift shops, cafeteria and parking lot receipts - Continued

c. Private insurance

- 1. Private health insurance, including Medicare and Medicaid managed care plans** - **Include** revenue from medical plans administered by private insurers, including employer sponsored, other group plans, Medicare part C (managed care plans), Medicaid managed care plans, and Federal, State, and Local government health insurance 4111

☐

- 2. Property and casualty insurance** - **Include** revenue from auto and homeowners insurance and other accident/liability insurance. **Exclude** workers' compensation insurance 4112

☐

- d. Patient out-of-pocket from patients and their families** - **Include** all deductibles and co-insurance from private health insurance, Medicare, Medicaid, and other public programs paid by the beneficiary or the family of the beneficiary 4171

☐

- e. All other sources of revenue for patient care** - **Include** all other sources of revenue for patient care not included in lines **1a1 through 1d** - *Specify* ↴

4103

☐**2. Non-Patient Care Revenue**

- a. Contributions, gifts, and grants received** 1741

☐

- b. Investment and property income** - **Include** interest and dividends. **Exclude** gains (losses) from assets sold 1742

☐

- c. Revenue from health care providers for non-patient care** - **Include** revenue from health practitioners, hospitals, outpatient care facilities, and all other health care practitioners for non-patient care services provided. **Include** revenue for medical administration and other administrative services, incentive payments, management fees, medical director fees, etc. 4113

☐

- d. All other non-patient care revenue** - **Include** other operating and non-operating revenue (e.g., gift shop sales, cafeteria sales, parking lot receipts, florist receipts) - *Specify the primary source of revenue below* ↴

4105

☐**3. TOTAL REVENUE**

- Sum of lines 1a1 through 2d* 1800

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7 REVENUES FROM TELEMEDICINE SERVICES

Telemedicine (TM) services are billable visits that use live interactive audio-video telecommunications to deliver patient health care services by a physician or a practitioner at a remote location.

Include:

- TM revenues from delivering health care services such as evaluating, diagnosing, and/or prescribing treatment.
- TM revenues from facilitating visits at the patient's physical location such as technical support with telecommunications.

A. Did this firm receive revenues from telemedicine services in 2020?

4120 ☐ Yes

☐ No - Go to **8**

B. Of the total 2020 revenues reported in 6, what was the dollar amount (or percentage) that was from telemedicine services in 2020? Please provide an estimate if exact figures are not available.

4121

2020			
\$ Bil.	Mil.	Thou.	Dol.

OR

4122

2020
Percent
%

8 REVENUES FROM ELECTRONIC SOURCES**A. Did this firm have any revenues from customers entering orders directly on the firm's websites or mobile applications in 2020?**

0040 ☐ Yes

☐ No

B. Did this firm have any revenues from customers entering orders directly on third-party websites or mobile applications in 2020?

0041 ☐ Yes

☐ No

C. Did this firm have any revenues from customers entering orders via any other electronic systems (such as private networks, dedicated lines, etc.) in 2020?

0042 ☐ Yes

☐ No

D. Of the total 2020 revenues reported in 6, what was the dollar amount (or percentage) that was from the revenues identified in A-C above? Please provide an estimate if exact figures are not available.

2500

2020			
\$ Bil.	Mil.	Thou.	Dol.

OR

2501

2020
Percent
%

9 Not Applicable.**10 PATIENT VISITS****A. What was the total number of patient visits in 2020, including office based visits, home based visits, telemedicine visits, and visits in other health care settings?**

4184

2020
Number

11 Not Applicable.

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12 ELECTRONIC HEALTH RECORDS

A. Did your firm have expenses for electronic health record systems and related software and services to install and/or maintain these systems in 2020?

☐ Yes

☐ No - Go to **14**

B. What were the total expenses for electronic health record systems in 2020? 4014

2020			
\$ Bil.	Mil.	Thou.	Dol.

13 Not Applicable.

14 OPERATING EXPENSES

What were the operating expenses for this firm in 2020?

Exclude:

- Cost of goods sold.
- Transfers made within the company.
- Capitalized expenses.
- Interest.
- Bad debt.
- Impairment.
- Income tax.
- Expenses of foreign subsidiaries (those located outside the U.S., i.e., outside the 50 states, District of Columbia, U.S. Commonwealth Territories, or U.S. possessions).

Gross annual payroll

Include salaries and wages, commissions, dismissal pay, bonuses, employee contributions to Social Security, income tax withholding, union dues, group insurance premiums, savings bonds, cash equivalent in-kind, allowances, holiday pay, vacation pay, sick leave, stock purchase plans, and employee contributions to pension plans.

Exclude the cost of leased employees, employer's cost for fringe benefits, and temporary staff obtained from temporary help services. For unincorporated businesses, **exclude** profit or other compensation of proprietors or partners.

All other operating expenses

Include travel and entertainment; postage, shipping or delivery services; warehousing and storage services; royalties; security services; janitorial and grounds maintenance services; purchased transportation with operators; and other expenses not reported elsewhere.

Mark "X"
if None

2020			
\$ Bil.	Mil.	Thou.	Dol.

1. Personnel Costs

a. Gross annual payroll - Total annual Medicare salaries and wages for all employees as reported on this firm's IRS Form 941, Employer's Quarterly Federal Tax Return, line 5(c) for the four quarters that correspond to the survey period or IRS Form 944 Employer's Annual Federal Tax Return, line 4(c). **Include** the spread on stock options that are taxable to employees as wages . 1821

☐

b. Employer's cost for fringe benefits - Employer's cost for legally required programs and programs not required by law. **Include** insurance premiums for hospital plans, medical plans, and single service plans (e.g., dental, vision, prescription drugs); premium equivalents for self-insured plans and fees paid to third-party administrators (TPAs); defined benefit pension plans; defined contribution plans (e.g., profit sharing, 401K, stock option plans); and other fringe benefits (e.g., Social Security, workers' compensation insurance, unemployment tax, state disability insurance programs, life insurance benefits, Medicare). **Exclude** employee contributions. 1822

☐

c. Temporary staff and leased employee expense - Total costs paid to Professional Employer Organizations (PEOs) and staffing agencies for personnel. **Include** all charges for payroll, benefits, and services 1823

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14 OPERATING EXPENSES - Continued

		2020			
		\$ Bil.	Mil.	Thou.	Dol.
2. Expensed Materials, Parts, and Supplies (not for resale)					
a. Medical supplies - Materials and supplies used in providing medical services to others. Report medical equipment in line 2b	4011	☐			
b. Expensed equipment - Expensed computer hardware and other equipment (e.g., copiers, fax machines, telephones, shop and lab equipment, CPUs, monitors). Report leased and rented equipment in line 4c	1824	☐			
c. Expensed purchases of other materials, parts, and supplies - Materials and supplies used in providing services to others; materials and parts used in repairs; office and janitorial supplies; small tools; containers and other packaging materials; and motor fuels	1825	☐			
3. Expensed Purchased Services					
a. Expensed purchases of software - Purchases of prepackaged, custom coded, or vendor customized software. Include software developed or customized by others, web-design services and purchases, licensing agreements, upgrades of software, and maintenance fees related to software upgrades and alterations	1826	☐			
b. Data processing and other purchased computer services - Include web hosting, computer facilities management services, computer input preparation, data storage, computer time rental, optical scanning services, and other computer-related advice and services, including training. Exclude expensed integrated systems, repair and maintenance of computer equipment, payroll processing and credit card transaction fees, and expenses for telecommunication services (e.g., Internet, connectivity, telephone)	1845	☐			
c. Purchased repairs and maintenance to machinery and equipment - Expensed repair and maintenance services to machinery, vehicles, equipment, and computer hardware. Exclude materials, parts, and supplies used for repairs and maintenance performed by this firm's employees	1848	☐			
d. Purchased repairs and maintenance to buildings, structures, and offices - Include repair and maintenance to integral parts of buildings (e.g., elevators, heating systems). Exclude materials, parts, and supplies used for repairs and maintenance performed by this firm's employees. Report janitorial and grounds maintenance services in line 4c	1849	☐			
e. Purchased electricity - If the cost of electricity is included in lease or rental payments, report in line 3g	1850	☐			
f. Purchased fuels (except motor fuels) - Fuel for heating, power, or generating electricity (e.g., natural gas, propane, oil, coal). If the costs are included in lease or rental payments, report in line 3g	1851	☐			
g. Lease and rental payments for land, buildings, structures, store spaces, and offices - Include penalties incurred for broken leases	1854	☐			
h. Purchased advertising and promotional services - Include marketing and public relations services	1830	☐			
i. Purchased professional and technical services - Include management consulting, accounting, auditing, bookkeeping, legal, actuarial, payroll processing, architectural, engineering, and other professional services. Exclude salaries paid to your own employees for these services	1855	☐			
j. Professional liability insurance - The cost of professional liability insurance. Include professional liability insurance premiums and amounts set aside for self-insurance	4010	☐			
4. Other Operating Expenses					
a. Depreciation and amortization charges - Include depreciation charges taken against tangible assets owned and used by this firm, tangible assets and improvements owned by this firm within leaseholds, tangible assets obtained through capital lease agreements, and amortization charges against intangible assets (e.g., patents, copyrights). Exclude impairment	1831	☐			

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CONTINUE ON PAGE 9

14 OPERATING EXPENSES - ContinuedMark "X"
if None**2020**

\$ Bil.	Mil.	Thou.	Dol.
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4. Other Operating Expenses - Continued

b. Governmental taxes and license fees - Payments to government agencies for taxes and licenses. **Include** business and property taxes. **Exclude** income taxes and sales and excise taxes collected from customers 1832

☐

c. All other operating expenses - All other operating expenses not reported above, unless specifically excluded in the general instructions. **Include** office postage paid and package delivery. **Exclude** purchases of merchandise for resale and non-operating expenses. **If this item is greater than 20% of the total operating expenses, specify the primary source of the expenses below** 7

1889

☐**5. TOTAL OPERATING EXPENSES**

Sum of lines **1a through 4c** 1900

15 and 16 Not Applicable.

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- 17 REMARKS** - Please use this space to explain any significant year-to-year changes, to clarify responses, or indicate where data were estimated.

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18 CONTACT INFORMATION

Name of person to contact regarding this report					Title		
Telephone	Area code	Number		Extension	Fax	Area code	Number
			-				
E-mail address					Website address		

THANK YOU for completing your 2020 ANNUAL SERVICES REPORT.

We suggest you keep a copy for your records.