

FISCAL SPECIFICATIONS

Funding Levels

Non-Medicaid grant funding is dependent upon receiving projected allocations from ODMH and/or ODADAS.

Available resources and projected expenses will be reviewed throughout the fiscal year and potential contractors are hereby notified that it may be necessary to reduce non-Medicaid contracts in order to meet Board Medicaid match liabilities.

Depending on final allocations from ODADAS and/or ODMH, there may be additional non-Medicaid grants available during the fiscal year.

Reconciliations

There will be an annual reconciliation on all non-Medicaid grant contracts. During this reconciliation the Board will consider all sources of public funds (including, but not limited to: non-Medicaid grants, Medicaid (federal and local), Title XX (federal and local), Indigent Drivers Treatment Funds, TANF, 484, Medicare, funding from other ADAMHS/ADAS/MH Boards) as reported for each service/grant.

Any line-items in Board-approved budgets that will be exceeded by 10% and \$1,000 must be approved by the Board prior to the expenditure being made. During the reconciliation process, if line-items are discovered to be overspent by more than 10% and \$1,000, that line item will be considered an "unallowable expense" and paid back to the Board.

As specified below, all services will be reconciled against MACSIS billing.

MACSIS Claims Processing

The Board will continue to fund providers through a grant contract mechanism, making one twelfth advance payments monthly. However, the Board will track MACSIS non-Medicaid claims throughout the year as one grant outcome measure.

All services (Medicaid and non) listed on the Uniform Cost Report must be billed through Ohio's MACSIS system. The Board will work with providers to meet these requirements.

The Board's contract rate for non-Medicaid services will be the same as the Provider's Medicaid reimbursement rate for the same services. For non-Medicaid services that have no corresponding Medicaid service, the Board contract rate will be the Provider's cost as derived from the Uniform Cost Report budget development process.

The Board may implement a system-wide sliding fee schedule to be applied to the Board's contract rate for all MACSIS non-Medicaid claims.

Budget Requirements

All Proposers are required to submit an overall agency unit cost based budget using the Ohio Uniform Cost Report process as developed and required by ODMH and ODADAS and Line Item Expense and Revenue Budgets for each grant program proposed.

A Proposer’s finalized, approved budget package will become part of the Board/Provider service contract.

A Proposer’s budget package will include:

- individual grant Line Item Expense Budgets (may substitute UCR A-2 & 3)
- individual grant Line Item Revenue Budgets (may substitute ODADAS-FIS-052)
- for mental health service proposals:
 - DMH-FIS-047 – Uniform Cost Report
- for alcohol and drug addiction service proposals:
 - ODADAS-FIS-047 – Uniform Cost Report
 - ODADAS-FIS-052 – Agency Revenue Report
- for proposals that include Medicaid reimbursements:
 - Estimated Source of Matching Funds

Computer templates, paper forms and instructions are available from the Board office.

Productivity Standards

The Board has established the following productivity standards/benchmarks:

BH Counseling & Therapy	50% of direct staff hours
Community Psych Supt Treatment	60% of direct staff hours
Crisis Intervention Services	40% of direct staff hours
Prevention	35% of direct staff hours
Residential & Inpatient	85% of bed days available

Variance from these standards as reflected in budgeted Uniform Cost Reports (FIS-047) should be explained.

Reporting Requirements

Providers will be required to submit quarterly financial report packages comparing actual revenues, expenses and productivity to budget. The following reports will be due in the Board office by the end of the month following the end of each quarter:

- Unit Cost Variance by Service
- Grant Line Item Expenditure Report for each grant
- Grant Line Item Revenue Report for each grant

