

## FINANCIAL PLANNING, REPORTING AND SETTLEMENT

The PIHP shall provide the financial reports to MDHHS as listed below. Forms and instructions are posted to the MDHHS website address at: [http://www.michigan.gov/mdhhs/0,1607,7-132-2941\\_38765---,00.html](http://www.michigan.gov/mdhhs/0,1607,7-132-2941_38765---,00.html)

Submit completed reports electronically (Excel or Word) to: [MDHHS-BHDDA-Contracts-MGMT@michigan.gov](mailto:MDHHS-BHDDA-Contracts-MGMT@michigan.gov) except for reports noted in table below.

<u>Due Date</u>	<u>Report Title</u>	<u>Report Period</u>
10/1/2015	Projection SUD Supplement FSR (formerly RER)	October 1 to September 30, 2016
1/31/2016	SUD – Financial Status Report	October 1 to December 31
4/16/2016	SUD – Women Specialty Services (WSS) Mid-Year Expenditure Report	October 1 to March 31
4/30/2016	SUD – Financial Status Report	January 1 to March 31
5/31/2016	Mid-Year Status Report	October 1 to March 31
6/01/2016	SUD – Notice of Excess or Insufficient Funds	October 1 to September 30
7/31/2016	SUD – Financial Status Report	April 1 to June 30
8/15/2016	SUD – Charitable Choice Report	October 1 to September 30
8/15/2016	Projection Financial Status Report – Medicaid	October 1 to September 30
8/15/2016	Projection Medicaid – Shared Risk Calculation & Risk Financing	October 1 to September 30
8/15/2016	Projection Medicaid – Internal Service Fund	October 1 to September 30
8/15/2016	Projection Medicaid Contract Settlement Worksheet	October 1 to September 30
8/15/2016	Projection Medicaid Contract Reconciliation & Cash Settlement	October 1 to September 30
9/XX/2016	SUD – Preliminary Closeout Report (REREXP-Obligation)	October 1 to September 30 (Due date will be determined by Budget Office in August for year-end closing)
10/1/2016	Medicaid Year End Accrual Schedule	October 1 to September 30
10/1/2016	SUD YEC Accrual Form	October 1 to September 30
10/1/2016	Projection SUD Supplement FSR (formerly RER)	October 1 to September 30, 2017
11/10/2016	Interim Financial Status Report – Medicaid	October 1 to September 30
11/10/2016	Interim Medicaid – Shared Risk Calculation & Risk Financing	October 1 to September 30
11/10/2016	Interim Medicaid – Internal Service Fund	October 1 to September 30
11/10/2016	Interim Medicaid Contract Settlement Worksheet	October 1 to September 30
11/10/2016	Interim Medicaid Contract Reconciliation & Cash Settlement v 2009-2	October 1 to September 30
11/30/2016	SUD – Financial Status Report (Final)	July 1 to September 30

1/31/2017	Annual Report on Fraud and Abuse Complaints	October 1 to September 30
2/28/2017	SUD – Primary Prevention Expenditures by Strategy Report	October 1 to September 30
2/28/2017	SUD – Revenue & Expenditure Report – (RER) Final	October 1 to September 30
2/28/2017	SUD – Legislative Report/Section 408	October 1 to September 30
2/28/2017	SUD – Special Projects, Earmark funded: Flint Odyssey House Sacred Heart Rehab Center Hispanic Services Saginaw Odyssey House (Applies only to PIHP’s who have earmarked allocations for these Programs)	October 1 to September 30
2/28/2017	Final Financial Status Report – Medicaid	October 1 to September 30
2/28/2017	Final Shared Risk Calculation & Risk Financing	October 1 to September 30
2/28/2017	Final Medicaid – Internal Service Fund	October 1 to September 30
2/28/2017	Final Medicaid Contract Settlement Worksheet	October 1 to September 30
2/28/2017	Final Medicaid Contract Reconciliation & Cash Settlement	October 1 to September 30
2/28/2017	Medicaid Utilization and Cost Report (MUNC)	See Attachment P 6.5.1.1 Submit report to: <a href="mailto:QMPMeasures@michigan.gov">QMPMeasures@michigan.gov</a>
2/28/2017	Medicaid Community Inpatient Psychiatric Services Expenditure Report	FY 14 expenditures
2/28/2017	Administrative Cost Report	For the fiscal year ending October 1 to September 30
2/28/17	Executive Administrative Expenditures Survey for Sec. 904(2)(k)	October 1 to September 30, 2016
3/31/2017	SUD - Maintenance of Effort (MOE) Report	October 1 to September 30
6/30/2017	SUD – Audit Report	October 1 to September 30 (Due 9 months after close of fiscal year)
30 Days after submission	Annual Audit Report, Management Letter, and CMHSP Response to the Management Letter. Compliance exam and plan of correction	October 1 to September 30 Submit reports to: <a href="mailto:MDHHSAuditReports@michigan.gov">MDHHSAuditReports@michigan.gov</a>

**PIHP NON-FINANCIAL REPORTING REQUIREMENTS SCHEDULE INCLUDING SUD REPORTS**

The PIHP shall provide the following reports to MDHHS as listed below.

<u>Due Date</u>	<u>Report Title</u>	<u>Report Period</u>
1/31/16	Children Referral Report	October 1 to December 31

2/19/2016	SUD Master Retail List	October 1 to September 30
03/31/2016	Performance Indicators (2)	
04/30/2016	SUD – Sentinel Events Data Report (residential treatment only)	October 1 to March 31
4/30/2016	Children Referral Report	January 1 to March 31
06/30/2016	Performance Indicators	
7/11/2016	Compliance Check Report (CCR) to: <a href="mailto:MDHHS-BHDDA-Contracts-MGMT@michigan.gov">MDHHS-BHDDA-Contracts-MGMT@michigan.gov</a>	Email OROSC backup to: <a href="mailto:ohs@michigan.gov">ohs@michigan.gov</a> and cc foxallc@michigan.gov
07/11/2016	SUD – Tobacco/Formal Synar Inspections – To be reported in Youth Access to Tobacco (YAT) Compliance Checks Report	June 1 to 30 Coverage study activities should be conducted between Aug. 29 to Sept. 17, 2016
7/31/2016	Children Referral Report	April 1 to June 30
08/31/2016	Consumer Satisfaction raw data	
09/30/2016	Performance Indicators	
10/31/2016	Children Referral Report	July 1 to September 30
10/31/2016	SUD – Youth Access to Tobacco Activity Annual Report	October 1 to September 30
10/31/2016	SUD – Sentinel Events Data Report (residential treatment only)	April 1 to September 30
10/31/2016	SUD – Synar Coverage Study Canvassing Forms	October 1 to September 30
11/30/2016	SUD – Communicable Disease (CD) Provider Information Report (Must be submitted only if PIHP funds CD services)	October 1 to September 30 (e-mail to mdhhs-BDDHA@michigan.gov)
11/30/2016	Women Specialty Services (WSS) Report	October 1 to September 30
12/31/2016	Performance Indicators	
02/28/2017	Medicaid Utilization and Cost Report (MUNC)	October 1, 2014 to September 30 2015 submit report to QMPMeasures@michigan.gov
Quarterly	SUD – Injecting Drug Users 90% Capacity Treatment Report	October 1 – September 30 – Due end of month following the last month of the quarter.
Monthly	SUD - Priority Populations Waiting List Deficiencies Report	October 1 – September 30 – Due end of month following the month in which the exception occurred (must submit even if no data to report)
Monthly (Last day each month)	SUD - Treatment Episode Data Set (TEDS)	October 1 to September 30 (Via DEG to MDHHS/MIS Operations – see note below)
Monthly (Last day of month following the month in which the data was uploaded)	SUD - Michigan Prevention Data System (MPDS)	October 1 to September 30 (submit to: mdhhs.sudpds.com)
Monthly (minimum 12 submissions per year)	SUD - Encounter Reporting via HIPPA 837 Standard Transactions	October 1 to September 30 (Via DEG to MDHHS/MIS Operations – see note below)
Monthly	Consumer level** a. Quality Improvement (1)	October 1 to September 30

	b. Encounter (1)	
Monthly	Critical Incidents (3)	
Annually (Same due date as Annual Plan)	SUD - Communicable Disease (CD) Provider Information Plan (Must be submitted only if PIHP funds CD services)	October 1 to September 30