



# Bulletin

## Michigan Department of Community Health

**Distribution:** Dental 01-01

**Issued:** May 1, 2001

**Subject:** Funding of Teaching and Other Administrative Costs for Public Dental Schools; Development of Specialized Programs; Cost Reporting; Other Reports

**Effective:** June 1, 2001

**Programs Affected:** Medicaid, Children's Special Health Care Services

Beginning in state fiscal year 2001, the Department of Community Health (DCH) will provide funding to state funded, public dental schools that develop specialized curricula and programs intended to further increase the participation of dentists in the state's Medicaid and Children's Special Health Care Services (CSHCS) programs. Part of these curricula must include teaching modules that deal with dental care for children and other beneficiaries with special needs. Suggested teaching modules include, but are not limited to, providing dental care to HIV-infected individuals, behavioral management, wheelchair transfers, sensitivity training, etc.

The department is providing this funding to help cover teaching and other administrative costs related to Medicaid and CSHCS covered activity. State funded, public dental schools must establish their allowable costs under this program using the cost centered method. Medicaid and CSHCS utilization will be established based on a ratio of Medicaid/CSHCS procedures to total procedures.

DCH will make quarterly payments in the first year based on an estimate of program liability. After the first year, quarterly payments will be based on DCH's prior year program liability. Schools receiving funds must submit annual cost reports to DCH within five months after the school's fiscal year ends. Cost reports must be completed following federal Office of Management and Budget (OMB) Circular A-21. Dental schools participating in this program must submit a general ledger summary as part of their cost report. Professional costs must be reported separately from all other expenditures. The following costs are not allowed and must be excluded from the school's total costs: 1) unsponsored research, 2) faculty expenses for which the school receives separate graduate medical education reimbursement from other public or private programs, and 3) special projects. Reimbursement will be made for the school's total allowed costs times its Medicaid and CSHCS utilization less all third party payments for dental services rendered. Payments will be subject to audit and settlement. After the department accepts a school's cost report, reconciliation between the final liability and payments made under this program for the year will be done. If necessary, recovery of overpayments will be made.

Schools receiving funds under this program must prepare an annual work plan including budget indicating their goals and objectives. Participating schools must submit semi-annual progress reports documenting their efforts and activities towards meeting the goals and objectives. The semi-annual progress reports must include the number of dental students receiving specialized training, the numbers and categories of beneficiaries treated, as well as the school's efforts to increase both. Annually, the school must provide a self-evaluation of its teaching curricula funded under this program, its ability to meet its goals and objectives, and a needs assessment for future change. Both the work plan and payments are subject to the approval of the deputy director for the Medical Services Administration.

Failure to submit the cost report, the work plan, the needs assessment, or the semi-annual progress reports on schedule may lead to cancellation of the program and payments. Timeframes for submission of the required reports will be specified in the annual work plan.

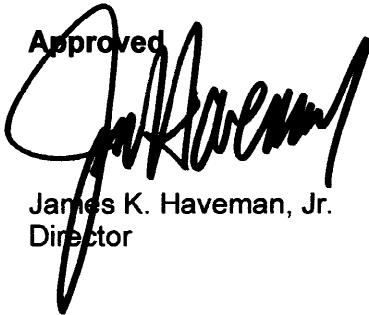
### Manual Update

Manual pages will be updated in the future; **retain this Bulletin.**

### Questions

Any questions regarding this bulletin should be directed to: Provider Inquiry, Medical Services Administration, P.O. Box 30479, Lansing, Michigan 48909-7979, or e-mail at [ProgramSupport@state.mi.us](mailto:ProgramSupport@state.mi.us). Providers may phone toll free 1-800-292-2550. When you submit an e-mail, be sure to include your name, affiliation, and a phone number so you may be contacted if necessary.

Approved



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