

PIHP REPORTING REQUIREMENTS

**FINANCIAL PLANNING, REPORTING AND SETTLEMENT SCHEDULE
INCLUDING SUD REPORTING**

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

Submit completed reports electronically (Excel or Word), also include a PDF signed certification form to: MDCH-MHSA-Contracts-MGMT@michigan.gov except for reports noted in table below.

<u>Due Date</u>	<u>Report Title</u>	<u>Report Period</u>
10/1/2014	SUD – Revenue & Expenditure Report (RER) – Initial	October 1to September 30
1/31/2015	SUD – Financial Status Report	October 1 to December 31
4/15/2015	SUD – Women Specialty Services (WSS) Mid-year Expenditure Status Report	October - March
4/30/2015	SUD – Financial Status Report	January 1 to March 31
5/31/2015	Mid-Year Status Report	October 1 to March 31
6/01/2015	SUD – Notice of Excess or Insufficient Funds	October 1 to September 30
7/31/2015	SUD – Financial Status Report	April 1 to June 30
8/15/2015	SUD – Charitable Choice Report	October 1 to September 30
8/15/2015	Projection Financial Status Report – Medicaid	October 1 to September 30
8/15/2015	Projection Medicaid – Shared Risk Calculation & Risk Financing	October 1 to September 30
8/15/2015	Projection Medicaid – Internal Service Fund	October 1 to September 30
8/15/2015	Projection Medicaid Contract Settlement Worksheet	October 1 to September 30
8/15/2015	Projection Medicaid Contract Reconciliation & Cash Settlement	October 1 to September 30
9/XX/2015	SUD – Preliminary Closeout Report (REREXP-Obligation)	October 1 to September 30 MDCH Accounting will send out information
10/15/2015	Medicaid Year End Accrual Schedule	October 1 to September 30
11/10/2015	Interim Financial Status Report – Medicaid	October 1 to September 30
11/10/2015	Interim Medicaid – Shared Risk Calculation & Risk Financing	October 1 to September 30
11/10/2015	Interim Medicaid – Internal Service Fund	October 1 to September 30
11/10/2015	Interim Medicaid Contract Settlement Worksheet	October 1 to September 30
11/10/2015	Interim Medicaid Contract Reconciliation & Cash Settlement v 2009-2	October 1 to September 30
11/30/2015	SUD – Financial Status Report (Final)	July 1 to September 30
1/31/2016	Annual Report on Fraud and Abuse Complaints	October 1 to September 30

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1/31/2016	SUD – Primary Prevention Expenditures by Strategy Report	October 1 to September 30
1/31/2016	SUD – Revenue & Expenditure Report – (RER) Final	October 1 to September 30
1/31/2016	SUD – Legislative Report/Section 408	October 1 to September 30
1/31/2016	SUD – Special Projects, Earmark funded: Flint Odyssey House Sacred Heart Rehab Center Saginaw Odyssey House (Applies only to PIHP’s who have earmarked allocations for these Programs)	October 1 to September 30
2/28/2016	Final Financial Status Report – Medicaid	October 1 to September 30
2/28/2016	Final Shared Risk Calculation & Risk Financing	October 1 to September 30
2/28/2016	Final Medicaid – Internal Service Fund	October 1 to September 30
2/28/2016	Final Medicaid Contract Settlement Worksheet	October 1 to September 30
2/28/2016	Final Medicaid Contract Reconciliation & Cash Settlement	October 1 to September 30
2/28/2016	Medicaid Utilization and Cost Report (MUNC)	See Attachment P 7.7.1.1 Submit report to: QMPMeasures@michigan.gov
2/28/2016	Medicaid Community Inpatient Psychiatric Services Expenditure Report	FY 13 expenditures
3/31/2016	Administrative Cost Report	For the fiscal year ending October 1 to September 30
3/31/2016	SUD - Maintenance of Effort (MOE) Report	October 1 to September 30
6/30/2016	SUD – Audit Report	October 1 to September 30 Submit reports to: MDCHAuditReports@michigan.gov
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: MDCHAuditReports@michigan.gov
Monthly (Last day each month)	SUD - Treatment Episode Data Set (TEDS)	October 1 to September 30 (Via DEG to MDCH/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: mdch.sudpds.com)
Monthly (minimum 12 submissions per year)	SUD - Encounter Reporting via HIPPA 837 Standard Transactions	October 1 to September 30 (Via DEG to MDCH/MIS Operations – see note below)

PIHP NON-FINANCIAL REPORTING REQUIREMENTS SCHEDULE INCLUDING SUD REPORTS

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

<u>Due Date</u>	<u>Report Title</u>	<u>Report Period</u>
11/29/2014	SUD – Synar Coverage Study Canvassing Forms	October 1 to September 30 (N/A for FY 2015, next study to be conducted in FY 2016)
7/10/2015	SUD – Tobacco/Formal Synar – Youth Access to Tobacco (YAT) Compliance Checks Report	June 1 to 30
		June 1 to 30
03/31/2015	Performance Indicators (2)	
04/30/2015	SUD – Sentinel Events Data Report (residential treatment only)	October 1 to March 31
06/30/2015	Performance Indicators	
08/31/2015	Consumer Satisfaction raw data	
09/30/2015	Performance Indicators	
10/31/2015	SUD – Youth Access to Tobacco Activity Annual Report	October 1 to September 30
10/31/2015	SUD – Sentinel Events Data Report (residential treatment only)	April 1 to September 30
11/30/2015	Women Specialty Services (WSS) Report	October 1 to September 30
2/20/2015	SUD – Tobacco Retailer Master List Updates	October 1 to September 30
11/30/2015	SUD – Communicable Disease (CD) Provider Information Report (Must be submitted only if PIHP funds CD services)	October 1 to September 30 (email to mdch-BDDHA@michigan.gov)
12/31/2015	Performance Indicators	
02/28/2016	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 MDCH/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: mdch.sudpds.com)
Monthly (minimum 12 submissions per	SUD - Encounter Reporting via HIPPA 837 Standard Transactions	October 1 to September 30 (Via DEG to MDCH/MIS Operations –

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year)		see note below)
Monthly	Consumer level** a. Quality Improvement (1) b. Encounter (1)	October 1 to September 30
Monthly	Critical Incidents (3)	
Annually (Due same 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

**Consumer level data must be submitted-within 30 days following adjudication of claims for services provided, or in cases where claims are not part of the PIHP’s business practices, within 30 days following the end of the month in which services were delivered.

NOTE: To submit via DEG to MDCH/MIS Operations

Client Admission and Discharge client records must be sent electronically to:

Michigan Department of Community Health

Michigan Department of Technology, Management & Budget

Data Exchange Gateway (DEG)

For admissions: put c:/4823 4823@dchbull

For discharges: put c:/4824 4824@dchbull

1. Send data to MDCH MIS via DEG (see above)
2. Send data to MDCH, BHDDA, Division of Quality Management and Planning
3. Web-based reporting. See instructions on MDCH web site at www.michigan.gov/mdch/mhsa and click on Reporting Requirements