



## North Carolina Department of Health and Human Services

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### LME-MCO Communication Bulletin #J171

Date: December 10, 2015

To: LME-MCOs

From: Kathy Nichols, Behavioral Health Manager, Behavioral Health Section, DMA and Mabel McGlothlen, I/DD, TBI, and System Performance Section Chief, DMH/DD/SAS

Subject: Financial Reporting Manual and Template Revisions

The purpose of this bulletin is to inform LME-MCOs of revisions to the financial report manual and template submitted to DMA on a monthly basis.

Session Law 2015-241 Section 12F.2.(c) required revisions to financial workbook to provide additional information on expenditures and recipients of State single stream funded services. The attached template and instructions include the following changes.

- Schedule D.2. Service Expenditure categories have been revised to more accurately reflect the range of services included in the DMHDDSAS service array;
  - Line 8. "BH Long Term Residential" was changed to include all Residential Services.
  - Line 18. "Innovations" was changed to also include IDD Hourly/Day Services.
  - Lines were added for Respite, Substance Use Disorder Services, and Supported Employment, as these are all significant categories of service.
  - "Other" is split into: NonUCR MH, NonUCR SUD, and NonUCR IDD.
- Appendix B was added to explicitly list which services fall into each Service Expenditure category, to ensure consistent reporting across LME-MCOs.
- The Federal column was greyed out for UCR services, as LME-MCOs do not know which eligible services will pull down Federal funds until after adjudication through the NCTracks system.
- A column was added to Schedule D2 to show year-to-date unique service recipients based on date of payment, as the Fiscal Research Division requested client counts that correspond to the expenditure amounts by service category.

- Schedule F2 was added to provide numbers of unique service recipients, with columns for Current Year, Prior Year, and calculated cells that show the % change for the month and year to date. This schedule is based on date of service, and provides DMH with this data more timely than can be obtained from NCTracks.
- Schedule N State Fund Balance was revised to include Non-spendable, Restricted, Committed, Assigned and Unassigned. The amounts entered in each category will transfer to the State/Federal Fund Balance section of the Balance Sheet.

LME-MCOs should note that they are not required to have a separate budget for each expenditure category.

The changes in the attached template and manual should be included in the January 20, 2016 submission of the financial workbook, reflective of data through December 2015. LME-MCOs are requested to begin submitting the workbook to [ContactDMHQuality@dhhs.nc.gov](mailto:ContactDMHQuality@dhhs.nc.gov) in addition to your assigned DMA financial analyst. The DMA team consists of Deidra Oates ([deidra.oates@dhhs.nc.gov](mailto:deidra.oates@dhhs.nc.gov)), Mishawn Davis ([mishawn.davis@dhhs.nc.gov](mailto:mishawn.davis@dhhs.nc.gov)) Alice Saunders ([alice.saunders@dhhs.nc.gov](mailto:alice.saunders@dhhs.nc.gov)) & David Lentz ([david.lentz@dhhs.nc.gov](mailto:david.lentz@dhhs.nc.gov)). Questions regarding Schedule D2 and F2 should be directed to Patsy Coleman at [Patsy.Coleman@dhhs.nc.gov](mailto:Patsy.Coleman@dhhs.nc.gov). All other questions should be directed to the LME-MCO's DMA financial analyst.

*Previous bulletins can be accessed at: <http://jtcommunicationbulletins.ncdhhs.gov/>*

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