



STATE OF MARYLAND

DHMH

Maryland Department of Health and Mental Hygiene

Office of Health Care Quality

Spring Grove Center • Bland Bryant Building

55 Wade Avenue • Catonsville, Maryland 21228-4663

Martin O'Malley, Governor – Anthony G. Brown, Lt. Governor – Joshua M. Sharfstein, M.D., Secretary

## TRANSMITTAL

TO: Mental Health Administration

FROM: Nancy B. Grimm, R.N., JD, Director *NBG*

DATE: June 13, 2011

RE: Submission of Federal Form 990

Dear Provider:

The Department of Health and Mental Hygiene (the Department) is aware of your efforts to strengthen the oversight of health care expenditures to comply with both federal and state regulations. This review requires that certain corporations comply with new reporting and internal program integrity mandates. The State of Maryland enacted corporate board membership standards several years ago for non-profit providers serving individuals with mental illness and developmental disabilities. Despite these efforts, the Department must rely heavily on licensure renewal and Medicaid provider application information related to its extensive provider network. The Department has identified its information deficit regarding the fiscal integrity of those we entrust with the care of our most vulnerable citizens and is taking steps to address the concern.

Beginning in July 2011, the Mental Hygiene Administration will select providers from several service categories, at which time you will be asked to prepare and submit an approval renewal application. If the renewal document indicates that you operate as a non-profit provider under the Internal Revenue Service Code, you will be required to submit the most recent IRS Form 990 to the Office of Health Care Quality. The 990 Form is completed yearly by all non-profit organizations registered under the Internal Revenue Service Code sections 501 (c), 527 and 4947 (a)(1). The completed 990 Form is considered open to public inspection. The Form's submission to the Department is considered a prerequisite to continued participation in the Public Mental Health System in accordance with Health General Article 10-901. If your non-profit organization has not filed an IRS Form 990, you will be asked to certify the reason the form is not filed.

Your cooperation is appreciated. Should you have questions you should refer them to the attention of William Dorrill, Program Manager at 410-402-8047.

**MHA – 6/13/2011 – TRANSMITTAL (1)**

