



STATE OF MARYLAND
DHMH

Maryland Department of Health and Mental Hygiene

Mental Hygiene Administration • Spring Grove Hospital Center • Dix Building
55 Wade Avenue • Catonsville, Maryland 21228

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

MEMORANDUM

TO: Community Mental Health Programs regulated under COMAR 10.21.17
FROM: Brian Hepburn, M.D., Executive Director, MHA 
RE: FY 2013 Cost Report, Salary Survey, and Financial Statements
DATE: October 25, 2013

On July 1, 2013, MHA disseminated the new Cost Report for your review. It was originally anticipated that the cost report would be due to MHA by December 1, 2013, along with the salary survey and audited financial statements.

Recently the Community Services Reimbursement Rate Commission (CSRRC) has been working with the Department of Health and Mental Hygiene to develop a web-based online system for providers to complete and submit the salary survey and cost report, and to attach the audited financial statement. Because the new system is still in development but will be out soon, we are withholding the cost report, survey and financial requests and moving the submission deadlines to March 1, 2014. A Provider Alert will be sent out when the system is ready for use and a link will be posted on MHA's website. We will also be offering information sessions on the new system once it is completed.

Submission of the cost Report, salary survey, and audited financial statements are required under *Health General Article, §10-901.1, COMAR 10.21.17.06A(2)* for all community mental health providers except those regulated by HSCRC or federally qualified health centers.

You may contact Jenny Howes at 410-402-8319 or dhmh.adultservices@maryland.gov should you have additional questions. Thank you for all you do to make recovery possible in your community.

cc: Daryl Plevy
Marion Katserles
Jenny Howes
Zereana Jess-Huff, ValueOptions
Jillian Aldebron, Community Services Reimbursement Rate Commission
Maryland Association of Core Services Agencies