

The following is a list of Programmatic and Fiscal Review Questions asked throughout the “Monitoring Programs and Third Party Cooperative Arrangements” training held on 12/17/2012 and will continue to be updated as additional questions are asked.

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TRAINING/REVIEW SIGN-UP

Q: When will the power point be available? [\(Top\)](#)

A: The Power Point from the training held on 12/17/12 will be posted on the rsc.ohio.gov internet site (or on the extranet?) in the next few days to allow for any updates needed following today's training.

Q: As far as signing up for the monitoring, how many dates should be signed up for? [\(Top\)](#)

A: Please sign up for as many dates that one is available so we can accommodate as many people as possible with their choices.

Q: How will the Registration forms and sign-up sheets be collected? [\(Top\)](#)

A: Either have the receptionist at the front door fax it to April or email April directly.

Q: When will future trainings be offered? [\(Top\)](#)

A: At this point there may be at least one additional training in January, or maybe in February if needed. This will be determined based upon the turnout from today's attendance. This training program will also be available via webex.

GENERAL

Q: How much notice will contractors be given to prepare for the review? [\(Top\)](#)

A: Notice began with attendance during today's training (December), and a sign up will be available for sites at all sites today to choose a minimum of two days the contractor is available for monitoring. Fiscal will review records from July 2012 to the date of the review. Fiscal will look at most recent payments

Q: How many reviews will be completed? [\(Top\)](#)

A: Fiscal- may be one desk review and one onsite, not looking at multiple onsite fiscal reviews. Program- Risk levels will dictate the number of reviews and the level of contact (virtual vs. onsite) reviews that will be completed.

Q: How long is the visit planned to last? [\(Top\)](#)

A: The visit should last no longer than a day or less. There will be a list of items needed for the monitoring review provided in advance by both fiscal and program staff. At the time the appointment is confirmed there will also be discussion about the location that the review will be held.

Q: Should the subcontractor be at the meeting? [\(Top\)](#)

A: It would behoove the contract to have the subcontractor present since they are providing the service delivery and might have answers to monitoring requests, although it is the contractor (or board) who is responsible to be involved in the monitoring process.

Q: How many contracts will be monitored per visit? [\(Top\)](#)

A: There will be one contract reviewed at a time per team.

Q: Do we need to take into account the various subcontractors that are a part of a single contract? [\(Top\)](#)

A: No. All entities that are within one particular contract will be reviewed.

Q: Will monitoring be from Phase I and Phase II? [\(Top\)](#)

A: Yes, only for the case reviews, not for fiscal.

Q: Will the reviews be for FFY 2012 or FFY 2013? [\(Top\)](#)

A: Fiscal reviews are for FFY 2013, but programmatic reviews may also use data from FFY 2012.

Q: Will the quarterly report still need to be completed as it has been in the past? [\(Top\)](#)

A: Yes. The contractor is still responsible for completing the Quarterly Report by the 15th of January, April, July and October. This has not changed. The more thorough the Quarterly Report is, the smoother the review should go.

Q: How will the contract find out the risk level? [\(Top\)](#)

A: This will be determined as a result of the monitoring review.

PROGRAMMATIC

Q: How will the lag in RSC authorizations and E-OOS time be reflected in the monitoring process? [\(Top\)](#)

A: The monitoring process intends to focus more at the service delivery to the consumers and in the contractor's adherence to contract deliverables. If the lag time RSC is currently experiencing has an effect on the contract delivery, this will be noted in the monitoring document.

Q: When doing the programmatic review, how will wait time be considered for eligibility? [\(Top\)](#)

A: Deliverables, individual services to consumer, timeliness, etc. will be the focus of the review.

FISCAL

Q: Do you anticipate that the board has "on-hand supporting documentation" of the invoices, because the sub-contractor typically has that information on hand? [\(Top\)](#)

A: The board must have access to the information requested either in hard copy or electronic format.

Q: On the time sheets, do we need to put the hours for both RSC work and non-RSC work? [\(Top\)](#)

A: RSC needs to have the total worked on the contract and an overall total number of hours worked.

Q: What documentation is needed specifically to support indirect costs? [\(Top\)](#)

We use county board cost reports or, for non-profit entities, the Statement of Functional Expenses, to determine an indirect cost rate for each contract.

Q: Will there be a coordination of audits with the State Audits (i.e. A-133)? [\(Top\)](#)

There is a coordination of efforts in that there is a review of the state's findings. However, RSC may still complete a separate review. Performance audits as conducted by RSC will include additional questions that are not part of the A-133 audit process.

Q: Non-profit agencies also undergo audits. Will RSC use these? [\(Top\)](#)

A: The intent of the RSC monitoring process is not to duplicate efforts. RSC will review independent audits to determine if any issues were noted that may impact RSC. Typically, however, annual financial audits do not involve asking the same kind of questions that RSC will ask during its monitoring and auditing reviews.

Q: What are the fiscal updates related to the changes in code? [\(Top\)](#)

A: (CFR vs. OMB) RSC has referred to federal cost principles originally put forth via documents called Circulars issued by the U.S. Office of Management and Budget (OMB). These circulars have now been incorporated directly into federal law and can be found at the following citations:

OMB Circular A-110 (Admin. Requirements for Grants) = 2 CFR Part 215

OMB Circular A-21 (Educational Institutions) = 2 CFR Part 220

OMB Circular A-87 (State and Local Government Agencies) = 2 CFR Part 225

OMB Circular A-122 (Non-Profit Organizations) = 2 CFR Part 230

Q: Using the straight percent for indirect costs derived from the Medicaid formula is different than how RSC calculates the indirect cost. Can contractors use Medicaid's formula? [\(Top\)](#)

A: Traditionally RSC has not adopted the Medicaid Rate formulas. The reason for this is that the Medicaid rates tend to include allocations of costs that are not directly related to VR or could be reasonably associated with VR. One example of this is the cost related to Medicaid claims processing. RSC has offered two alternative methods for establishing an indirect cost rate for the contract – a federally-approved indirect cost rate agreement, or a rate calculated based on audited financial statements or cost reports.

Q: When there is additional documentation required by fiscal for a desk review, how long will that add to the payment? [\(Top\)](#)

A: It should only take an additional few hours once the information is received.