

# **Update from the Center - Financial Services**

**December 2017**

## **Excess State Aid Planning**

With the end of the calendar year quickly approaching, counties should be finalizing plans for State Aid funding from NYS advances paid to the county. NYS guidelines say any unclaimed State Aid may not be carried over to the next year and will be reconciled and recovered by the State after that year closeout reconciliation. To avoid having unspent State Aid becoming part of the County Mental Health Dept. revenue line, our recommendation would be to move the excess State Aid into a deferred revenue account associated with that Mental Health department's budget. By using this method, counties will have the funds available to them to offset the State Aid recoupment whenever it is applied.

## **Federal Medicaid Administration Cost Reports**

*Great News!!* Federal Medicaid Administration Cost Reimbursement Payments for Quarter 2 of 2014 – Quarter 1 of 2015 were advanced to counties the week of December 4<sup>th</sup>. Counties are encouraged to set up a deferral revenue account to accommodate for the Federal Medicaid Administration Cost Reimbursement Dollars. Deferring the dollars allows the counties to save the dollars for future expendable items, and avoids inadvertently having all of the dollars absorbed as part of the County Mental Health Dept.'s revenue line for the 2017 fiscal year.

*Reminder: 2017 Quarter 3 Cost Reports are due on Friday, December 29, 2017*

## **State Aid Payment Timing**

2018 State Aid Payments will most likely be advanced to counties late in December 2017 prior to the 2018 year. Remember that State Aid Advances paid out in the last week of 2017 are payments designated for the 2018 year. Please advise County Treasurer's Offices to book these State Aid payments to the 2018 fiscal year. Counties should do internal State Aid Reconciliations to align the State Aid received with the State Aid Letters for each disability. By doing this reconciliation, counties will ensure they are booking the State Aid Payments to the proper year that they are intended for.

## **Things to Remember**

- 2017 Equipment purchase requests must be submitted ASAP to NYS
  - Any delays in the submission of equipment requests may result in the denial of the request
  - Any purchases that are for the 2017 year must have an invoice date of mm/dd/2017 even though they may not be received until 2018.
- Encumber 2017 final payments for providers (if necessary) & any other end of year invoices
- Prepare 2018 provider contracts and get them out to those providers

## **Best Wishes to Jeff Blood!**

We wanted to take a moment to recognize one of our colleagues who is ready to move on from CCSI to his well-deserved retirement! He's looking forward to spending more time with his family and his "bucket" list! Jeff has helped so many financial services customers over the 8 years he's worked at CCSI, in addition to the 30+ years he's worked in the field. Jeff's last day will be Friday, December 29th. Please send him your well wishes at [jblood@ccsi.org](mailto:jblood@ccsi.org).