# Central Florida Behavioral Health Network, Inc. Your Managing Entity

### **POLICIES & PROCEDURES**

## **CFBHN Match**

# **Policy**

It is the policy of Central Florida Behavioral Health Network, Inc. (CFBHN) to ensure that Network Service Providers (NSPs) comply with local match funding requirements based on the formula outlined in 65E-14, F.A.C.

# Purpose

The purpose of this policy is to ensure that the match requirement for the contract has been met.

### Procedure

Approval:

- 1. CFBHN uses the state's calculation to determine the match requirement for each NSP and stores the spreadsheet on SharePoint.
- 2. As funding changes are made through amendments, this spreadsheet is updated in SharePoint.
- 3. Each fiscal year, NSPs submit their match plan by the due date listed in Exhibit A.
- 4. On a quarterly basis, the NSPs enter the actual amount of match funding collected.
- 5. If, at the end of the fiscal year, the NSP fails to collect the required match, CFBHN issues a performance improvement plan or a corrective action.

CFBHN Match Date Issued: 11/01/2002

Last Revision: <u>03/29/2023</u>

Alan Davidson, President/Chief Executive Officer Review Date: <u>03/29/2023</u>