

**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***

1. CFBHN uses 65E-14 and DCF’s match template to calculate the match requirement for each NSP. The match requirement, match plan, and NSP reports of the actual match collected are maintained within the Carisk Portal.
2. As funding changes are made through amendments, the match requirement calculation in Carisk is updated. Calculations are refreshed every night. If a change in funding results in an increase to the amount of match required of the NSP, they are notified that their match plan must be updated when they generate their next invoice.
3. Each fiscal year, NSPs enter 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, if the NSP fails to collect the required match, CFBHN requires them to submit a performance improvement plan (PIP) or a corrective action plan (CAP).
  - a. If this is the first occurrence, the PIP requires the NSP to document their plan to ensure that match is met in subsequent years.
  - b. NSPs that do not meet match for two consecutive years are issued a corrective action and required to submit an action plan. If the provider does not meet their match in two consecutive years, they are subject to having funding removed from their subcontract.

<p><b>CFBHN Match</b></p> <p>Approval:  Alan Davidson, President/Chief Executive Officer</p>	<p>Date Issued: <u>11/01/2002</u></p> <p>Last Revision: <u>01/17/2024</u></p> <p>Review Date: <u>08/28/2024</u></p>
---	---