

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 as outlined in 65E-14, F.A.C.

Purpose

The purpose of this policy is to ensure each NSP fulfills the match funding requirements specified in their contract, thereby enabling CFBHN to meet its match obligation to the Department of Children and Families (DCF).

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. Each fiscal year, NSPs enter match plan by the due date listed in Exhibit A.
3. On a quarterly basis, the NSPs enter the actual amount of match funding collected.
4. As funding changes are made through amendments, the match requirement calculation in Carisk is automatically updated.
 - a. Calculations are refreshed each evening by the Carisk system.
 - b. If a change in funding results in an increase to the amount of match required of the NSP, its staff are notified upon login that their match plan must be updated when they generate their next invoice.
5. If, at the end of the fiscal year, if the NSP fails to collect the required match CFBHN initiates one of the following plans:
 - a. First occurrence: If this is the NSP's first failure to meet the match requirement, the NSP must submit a performance improvement plan (PIP). The PIP must outline steps to be taken to ensure compliance with match requirements in subsequent years.
 - b. Consecutive noncompliance: If an NSP fails to meet the match requirement for two consecutive years, a corrective action plan (CAP) is required. The organization may also be subject to a reduction of funds in their subcontract.

<p>CFBHN Match</p> <p>Approval:  Alan Davidson, President/Chief Executive Officer</p>	<p>Date Issued: <u>11/01/2002</u></p> <p>Last Revision: <u>04/23/2025</u></p> <p>Review Date: <u>04/23/2025</u></p>
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