

Fiscal Monitoring of Network Service Providers (NSPs)

Policy

It is the policy of Central Florida Behavioral Health Network, Inc. (CFBHN) to perform fiscal monitoring of the NSPs' audited financial statements for compliance with contract requirements.

Purpose

The purpose of this policy is to establish uniform guidelines to perform fiscal monitoring.

Procedure

1. CFBHN Finance staff review NSPs' audited financial statements annually against a pre-established checklist of state contract requirements to verify that all elements have been included.

Finance staff initial and date the master risk assessment tracker. The checklist is stored on the Finance One Drive.
2. If there is a finding in the NSP's audit, Finance staff follow up with the NSP to review their corrective action plan (CAP) and assess the adequacy of the proposed resolution to correct the finding.
3. If a required report is missing, Finance staff send written notification to the NSP's Chief Executive Officer or Chief Financial Officer identifying the missing report. If this is the first occurrence, the NSP must prepare and submit the missing report TO FINANCE. For any subsequent occurrence, the NSP will be required to update the current audit to include the missing report.
4. Non-compliance by the NSP will result in the implementation of the *Sanctions and Penalties Enactment* policy.

Fiscal Monitoring of Network Service Providers (NSPs) Approval:  Alan Davidson, President/Chief Executive Officer	Date Issued: <u>01/20/2016</u> Last Revision: <u>08/20/2026</u> Review Date: <u>08/20/2026</u>
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