



WASHTENAW COUNTY COMMUNITY MENTAL HEALTH

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Ypsilanti, MI 48198
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EXCELLENCE GROWTH WELL-BEING INCLUSION COMMUNITY ACCOUNTABILITY

August 31, 2021

Dear Providers,

Here are a few very important WCCMH fiscal year end reminders:

Please submit all claim payment requests (electronic and paper) for the WCCMH Fiscal Year 2021, no later than **October 15, 2021**. Please make sure to review your contract guidelines, as well as the CMHPSM ***Claims Payment and Appeal Policy*** regarding fiscal year end claims submission.

1. Claims for the different fiscal years **cannot** be submitted in the same batch.
 - a. October 1, 2020 – September 30, 2021
 - b. October 1, 2021 and after
2. Secondary Claims are to be submitted no later than **November 15, 2021**.
3. All exception requests and appeals must be submitted **7 days after the claims submission deadline**.
4. If your fiscal year end is September 30, please submit your financial audit by **March 31, 2022**. Otherwise, you have 180 days from your year end to submit your financial audit.

Failure to follow these procedures will result in payment denial.

For questions regarding claims, please contact Karrie Onyskin at 734-544-2972 or onyskink@washtenaw.org

Please submit all financial audit reports to Sara Hungerford at 734-544-2940 or hungerfords@washtenaw.org

Thank you,
Nicole Phelps, Director of Finance
WCCMH Finance Department
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734-544-6752