



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF PUBLIC WELFARE  
P.O. BOX 2675  
HARRISBURG, PENNSYLVANIA 17105-2675

KEVIN T. CASEY  
Deputy Secretary  
Office of Developmental Programs

MAY 15 2009

TELEPHONE NUMBER: (717) 787-3700  
FAX: (717) 787-6583

Dear Provider:

In order to establish the Fiscal Year (FY) 2009-2010 revenue target, the Office of Developmental Programs (ODP) is seeking providers' input to ensure targets accurately reflect revenue changes that occurred after FY 2007-2008. ODP previously asked you to confirm the FY 2007-2008 revenue as submitted on Schedule B of the cost report. The attached file requests additional information to project the FY 2007-2008 revenue to the beginning of FY 2009-2010.

The requested information includes the FY 2007-2008 audited revenue; any county cost settlements not reflected in the FY 2007-2009 audited revenue; revenue related to new programs opened, closed or downsized; and any changes in need (e.g., IESF, new program admissions or discharges) in FY 2007-2008 and FY 2008-2009 that are expected to continue in FY 2009-2010. As noted in the instructions, please do not submit any individual waiver participant information. Where possible the information should be submitted by program. If however it needs to be done at the individual level please just list a number rather than provide a name.

ODP recently released your proposed payment rate(s) for services to be delivered between July 1, 2009 and June 30, 2010. As indicated in that communication, the payment rate(s) will be used to process claims submitted to PROMISE during FY 2009-2010, but final payments to providers in both FY 2009-2010 and FY 2010-2011 will be made in accordance with the revenue reconciliation policy.

For planning purposes in the next two fiscal years, it might be useful to think of your revenue reconciliation target as being similar to the allocations you have received in the past from the Administrative Entities and the payments from PROMISE as the mechanism to bill in the interim, pending reconciliation to the revenue reconciliation target. ODP will work with providers who experience a cash flow issue despite good faith efforts to use the new payment system and in some cases issue a gross adjustment.

If the enclosed file does not contain a sufficient number of rows in a particular tab for you to be able to include the necessary information, please submit a request to [ra-ratesetting@state.pa.us](mailto:ra-ratesetting@state.pa.us) indicating how many additional rows you need, and a revised template will be sent to you.

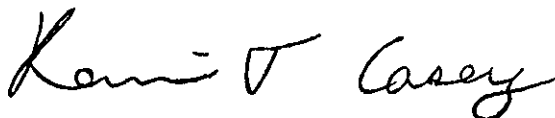
MAY 15 2009

In order to meet the timelines of notifying providers of their FY 2009-2010 revenue targets in the second week of June 2009, ODP is requesting that you submit the information requested in the attachment by Tuesday, May 26, 2009. To the extent there are discrepancies between your calculations and ODP's calculations, ODP will be contacting you to reconcile. ODP needs the requested information by Tuesday, May 26, 2009, in order to be able to establish a revenue target for you to participate in revenue reconciliation in FY 2009-2010. We understand the timelines are tight, but we want to ensure the target established for your organization is consistent with your expected revenue during the revenue reconciliation period. Please submit your completed worksheet to [ra-ratesetting@state.pa.us](mailto:ra-ratesetting@state.pa.us).

ODP is using the information requested in the attachment to develop a revenue target at the beginning of FY 2009-2010, to assist providers in their FY 2009-2010 planning processes. ODP intends to collect updated information related to FY 2008-2009 experience and FY 2009-2010 changes in need prior to the first quarter reconciliation to update the revenue targets if needed.

Thank you in advance for your prompt attention to this request. If you have any questions concerning the above, please contact ODP at [ra-ratesetting@state.pa.us](mailto:ra-ratesetting@state.pa.us).

Sincerely,



Kevin T. Casey

Attachment

*needs attachment*