



Utah Department of

Health & Human Services

Integrated Healthcare

SUMH G&O Narrative

State Fiscal Year 2027

Local Authority: Cache Co/BRHD

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Overview

The purpose of this document is to meet contract compliance with the Local Authorities (LA) "Evergreen Contract" Article 1.2. "Office Directives" refers to the annual instructions promulgated by Department of Health and Human Services (DHHS), Office of Substance Use and Mental Health (SUMH), identified in Utah Code §26B-5-102(2). These directives describe the use and allowable expenditure of state and federal funds for the purpose of mental health and substance use prevention, crisis, treatment, and recovery support services.

This document is designed to be an addendum to the "Evergreen Contract". It is updated prior to the start of the State Fiscal Year and may be updated during the State Fiscal Year when approved by the SUMH director or designee. DHHS will alert LA leadership via email to any updates to this document after the start of the State Fiscal Year. The LA is responsible to review both the "Evergreen Contract" and this document to ensure contract compliance.

Governance and Oversight (G&O)

General Auditing

Describe how auditing will be conducted, what items will be monitored and how required documentation will be kept up to date. [State Code 26-B-5-102\(2\)\(ee\)](#)

Audits occur across all aspects of the company operations. Medicaid conducts the PMV, HEIDIS, ISCAT, EQRO, PIP, Network Adequacy, Quarterly Report, and other audits as warranted by Medicaid. DHHS/OSUMH conducts various audits including the Site Visit and reviews this Area Plan.

The Office of Licensing performs a licensing audit annually.

Fiscal Auditing occurs as well as noted below. An independent financial audit occurs each year, with next year for the first time being a single audit. The financial audit is presented to Cache, Box Elder, and Rich Counties annually. Medicaid also looks at BRBH's finances during the Profitability Report and MLR.

The Department of Workforce Services looks at our unemployment and payroll.

BRBH files a report with OSHA on a yearly basis.

The Utah Retirement System also audits BRBH regularly.

BRBH also performs multiple inhouse audits on charts, peer review audits, subcontractor audits, and other audits as the need arises.

Fiscal Auditing

The [Service Code Auditing Guidelines](#) identify the mental health and substance use disorder treatment service codes that require documentation of services to be uploaded by spreadsheet for the audit. Services that can not be described by CPT/HCPSC code such as prevention, FRF and MCV (MCOT Vehicle costs) can be audited by providing a summary of invoices billed to Kissflow. There shall be a tab for each funding code utilized in the fiscal year.

Service Code Auditing Guidelines

The service code auditing guidelines are located at the end of the FFY for the Fiscal Year. These are the guidelines that the auditor uses to justify year end costs:

Has the LA read the guidelines provided in the FFH? Yes

Are there any issues with complying with these guidelines with any service code allocated to you for FY27? No

If there are any issues please identify each code and give an explanation:

Subcontractor Auditing and Tools

A list of subcontractors/subrecipients shall be provided prior to the audit. The subcontractor monitoring tool developed by SUMH shall be used in monitoring subcontractors. Subcontractor audits should be designed to evaluate the quality of services being provided, identify areas for improvement or training of subcontractors to help improve outcomes, ensure compliance with statute and office directives and provide accountability for state and federal funding. Explain how you use the provided state monitoring and other tools developed to fulfill the requirement of annually monitoring each subcontracted provider. ([See FY27 Office Directives Subcontractor Monitoring Review \(1\) page \(5\)](#))

The monitoring tool is used to identify any discrepancy in a subcontractor's work that needs to be addressed. The tool ensures that the subcontractor is abiding by statute,

DHHS/OSUMH, and Medicaid rules.

Mechanisms for Citizen Input

Are you currently receiving public input and comments in the development of the annual area plan and budgets? State Code [17-77-301\(5\)\(a\)\(vii\)](#), [17-77-201\(5\)\(g\)](#)

Yes.

How do you, or will you, solicit public comments and input on your annual area plan and budgets?

The Area Plan is presented at the Board of Health meeting for the Bear River Health District. The public is invited to attend and provide public comment at this time. Notice of the meeting and agenda are posted on Utah's Public Notice website (<https://www.utah.gov/pmn/index.html>) and the Bear River Health Department's website (<https://brhdut.gov/about-us/board-of-health/>)

How do you track this public input? (Please provide supporting docs)

Minutes are kept during this meeting and are published online - <https://www.utah.gov/pmn/sitemap/publicbody/4157.html>

Did you receive any input for the FY27 Area Plan?

Yes. During the Bear River District Board of Health Meeting on May 11th, 2026.

Who are the local advocates and coalitions that will be invited to the public review of the Area Plans and Budgets for FY27?

Behavioral Health Advisory Council and other coalitions.

If none were invited to participate, who are the local coalitions and advocates that should be invited to participate this year for FY27?

Policies Procedures and Auditing

Per the [FY27 SUMH Office Directives](#), each LA shall develop, implement, and maintain written policies and procedures that encompass all requirements, including:

- i) governance and oversight,
- ii) substance use disorder prevention services,
- iii) suicide prevention services,
- iv) crisis services,
- v) mental health treatment services,
- vi) substance use disorder treatment services,
- vii) recovery support services,
- viii) data reporting, and
- ix) grant and contract reporting.

Does the Local Authority have the policies above in place? Yes
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Are the policies up to date (5 years or less)? Yes.

Please provide these policies with your uploads
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Additional Policy Auditing

Does the Local Authority have the policies below in place? Yes
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Are the policies up to date (5 years or less)? Yes
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Please provide these policies with your uploads
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The following audit items are located in the [SUMH FY27 Monitoring Handbook](#).

- A) Corrective Action Policy
- B) Standardized finding format
- C) Standardized CAP Tool/Root Cause Format
- D) Standardized Operating Procedure for CAP's

- E) Quality and Effectiveness Standards for Subcontractor Monitoring
- F) A Link to the FY27 Standardized Audit Tool