



Utah Department of

Health & Human Services

Integrated Healthcare

SUMH G&O Narrative

State Fiscal Year 2027

Local Authority: Central

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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\(2\)\(ee\)](#)

CUCC routinely audits both clinical and financial/business dealings of the Center. The clinical director looks at clinical records to assure accurate documentation and compliance to DHHS standards. Financial records are routinely audited prior to any payment being made and randomly thereafter. Personnel auditing financial records include the CFO, Accountant, Corporate Compliance Auditor, and Billing and AP clerks.

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/HCPCS 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** No

Are there any issues with complying with these guidelines with any service code allocated to you for FY27? Yes **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 \(5\)](#))

CUCC has ended all subcontractor relationships. There are a few single-case agreements where individual clients need additional care, but these are rare. These are audited for compliance with Medicaid standards. CUCC has the capacity internally to meet the needs of its clients. When there are challenging circumstances beyond the capacity of CUCC to meet, it will enter into a single case agreement.

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\(5\)\(g\)](#)

CUCC seeks public input from citizens for the Area Plan as well as general feedback on day-to-day operations.

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

CUCC seeks public input at every scheduled Authority Board Meeting. Any member of the public can attend and provide input and direction. The notice is posted as required.

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

Public input is offered in the regularly scheduled Authority Board meetings. Minutes are taken, and any public comment is recorded as part of the minutes. Also, the public can directly reach out to our Authority Board, which consists of six county commissioners. They, in turn, provide this feedback to the center during our public authority board meetings.

Did you receive any input for the FY27 Area Plan?

No
Who are the local advocates and coalitions that will be invited to the public review of the Area Plans and Budgets for FY27?
Public notice is given so that input can be given by anyone. CUCC participates in 11 different coalitions that offer input on various activities and programs that CUCC provides. These include the North Sanpete Cares, Sanpete Cares, Gunnison Valley Cares, Juab Unities Motivating Prevention (JUMP), Tintic Prevention Coalition, East Millard Prevention Coalition, Delta First, Piute Communities that Care, Central Utah Prevention Coalition, Wayne YCC, and Healthy Badgers. Participants at these meetings include schools, cities, DCFS, Law Enforcement, Hospitals, and the Health Department.
If none were invited to participate, who are the local coalitions and advocates that should be invited to participate this year for FY27?
N/A

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 No
Are the policies up to date (5 years or less)? Yes No

Please provide these policies with your uploads

Additional Policy Auditing
Does the Local Authority have the policies below in place? Yes No N/A The below Monitoring Handbook is clearly a guide for SUMH and outlines the auditing process, not a list of expected policies from local authorities. CUCC can make our policies and procedures available to SUMH at the time of the audit for review.
Are the policies up to date (5 years or less)? Yes No N/A See the explanation above.
Please provide these policies with your uploads

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