

# RFI 410-25-82696 Centralized Billing Office and Cost Report

## Exhibit 2

### Cost Report - Scope of work

#### Purpose:

The contractor shall compile the required cost reports for the Indiana State Psychiatric Hospital Network (ISPHN) for the fiscal year ending June 30, 2027, and June 30, 2028.

- Medicare 2552-10 and State ICF/Psych Hospital Reports
  - Richmond State Hospital
  - Evansville State Hospital
  - Madison State Hospital
  - NeuroDiagnostic Institute
- State ICF/Psych Hospital Report
  - Logansport State Hospital
  - Evansville Psychiatric Children's Center

The Contractor is responsible for preparing only the cost reports specified above. The Contractor will provide the Hospitals with planning guides to assist in compiling the necessary data required for completion of these reports.

Each annual cost report engagement shall be independent and distinct from the Contractor's cost report engagement services for other years. Every year's separate engagement will begin with the Contractor's request for the hospital information and conclude upon the delivery of the finalized reports to the appropriate division of Family and Social Services Administration (FSSA) like the Division of Mental Health and Addiction (DMHA).

The Contractor shall put all requested planning advice in writing. To streamline communication and service delivery, the Contractor may correspond by facsimile transmission or electronic mail. Such communications may contain information that is confidential to the Hospitals and/or DMHA.

Additionally, the Contractor shall provide consulting services to the Hospitals and FSSA, which may include but are not limited to:

- Billing support.
- Revenue enhancement strategies
- Policy and procedures development
- ICD-10coding
- Cost report adjustments from fiscal intermediaries
- Cost report reimbursement optimization

For these additional services, the Contractor will bill at its standard hourly rate for the contract period. Supporting documentation for the cost consultation services shall be provided for each Hospital.

The fees in Exhibit 2 are based on anticipated cooperation from the Hospital and DMHA personnel and the assumption that unforeseen circumstances will not be encountered during the audit. If significant additional time is required, the Contractor shall notify the Hospitals and DMHA to discuss a revised fee estimate before incurring any additional costs.

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Cost Report - Scope of work

Exhibit 2  
Financial Scope of Work

State Fiscal Year 2027 - July 1, 2026, to June 30, 2027

<b>SFY/Description</b>	<b>Facility</b>	<b>Projected Cost</b>
SFY 2027 Cost Report	Richmond State Hospital	
SFY 2027 Consulting	Richmond State Hospital	
SFY 2027 Cost Report	Evansville State Hospital	
SFY 2027 Consulting	Evansville State Hospital	
SFY 2027 Cost Report	Madison State Hospital	
SFY 2027 Consulting	Madison State Hospital	
SFY 2027 Cost Report	Logansport State Hospital	
SFY 2027 Consulting	Logansport State Hospital	
SFY 2027 Cost Report	NeuroDiagnostic Institute	
SFY 2027 Consulting	NeuroDiagnostic Institute	
SFY 2027 Cost Report	Evansville PCC	
SFY 2027 Consulting	Evansville PCC	

State Fiscal Year 2028 – July 1, 2027, to June 30, 2028

<b>SFY/Description</b>	<b>Facility</b>	<b>Projected Cost</b>
SFY 2028 Cost Report	Richmond State Hospital	
SFY 2028 Consulting	Richmond State Hospital	
SFY 2028 Cost Report	Evansville State Hospital	
SFY 2028 Consulting	Evansville State Hospital	
SFY 2028 Cost Report	Madison State Hospital	
SFY 2028 Consulting	Madison State Hospital	
SFY 2028 Cost Report	Logansport State Hospital	
SFY 2028 Consulting	Logansport State Hospital	
SFY 2028 Cost Report	NeuroDiagnostic Institute	
SFY 2028 Consulting	NeuroDiagnostic Institute	
SFY 2028 Cost Report	Evansville PCC	
SFY 2028 Consulting	Evansville PCC	