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.

IV&V Engagement Language

If the State decides to add Independent Verification & Validation services as part of this engagement, the contractor will copy the Indiana Department of Administration (IDOA) – Independent Verification & Validation (IV&V) team member(s) on all project related communications (emails, meeting invites, collaboration tools, etc.) and will grant access to all documents and deliverables throughout the term of the contract.

IV&V Payment Approval Language

If IDOA elects to deploy Independent Verification and Validation (IV&V) services in connection with this engagement, the IV&V Team shall review and assess all Deliverables to determine compliance with the State’s requirements as set forth in the Contract and/or applicable Statement(s) of Work. For contracts entered into, renewed, or amended after June 30, 2026, IV&V shall serve as an approving authority, and no payment shall be issued to the Vendor unless and until IV&V has provided such approval.