




Financial Roles & Fact Sheet







Per Fiscal Year Districts receive ...

12	Monthly interim payments
4	Quarterly reimbursements
1	Annual cost settlement

Program Support

<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">Health Care Policy and Financing</div>  <ul style="list-style-type: none"> ✓ Sponsors 6 trainings and 3 stakeholder meetings on-site annually ✓ Monitors program compliance 	<div style="border: 1px solid red; padding: 5px; margin-bottom: 5px;">Program Peers</div>  <ul style="list-style-type: none"> ✓ Other district coordinators & financial certifiers ✓ Regional Stakeholders 	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">Public Consulting Group</div>  <ul style="list-style-type: none"> ✓ Calculates all 5 cost reports ✓ Facilitates trainings and stakeholder meetings, ✓ Operates the program help desk ✓ Monitors program compliance
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Cost Report Overview for District Reimbursements

Responsibilities	\$Costs	UICR%	RMTS%	MER%	IEP Ratio%	Federal Share%
	 Districts enter salaries, benefits and transportation costs	 Provided by Colorado Department of Education	 Determined by the Random Moment Time Study results from the district staff pool list	 Districts provide a student roster, October 1 count to CDE	 Districts provide a student roster, December 1 count to CDE	 Provided by the U.S. Department of Health & Human Services
Key Roles	<ul style="list-style-type: none"> • Program Coordinator • Finance Department • Human Resources • Transportation Department 	<ul style="list-style-type: none"> • CDE calculates unrestricted Indirect Cost Rate percentages 	<ul style="list-style-type: none"> • Program Coordinator • Finance Department • Human Resources 	<ul style="list-style-type: none"> • HCPF • CDE • PCG calculates Medicaid Eligibility Rate percentages 	<ul style="list-style-type: none"> • HCPF • CDE • PCG calculates Individualized Education Program ratios 	<ul style="list-style-type: none"> • Federal Medical Assistance Percentages are applied to cost reports

Managing Financials via the web-based PCG Claiming System

Maintain proper accounting methodology for each cost report	Ensure all salaries/benefits are accurate and that federal funds have been offset on all cost reports	Review that flagged costs on reports are accurate	Certify annual and quarterly cost reports and their corresponding Certified Public Expenditures (CPEs)
			