

Janet T. Mills
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Commissioner



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NOTICE TO MAINECARE PROVIDERS OF COST-SETTLED PROGRAMS

April 18, 2019

RE: Cost Report Template Updates

Dear MaineCare Provider,

According to the MaineCare Benefits Manual, Sections 50, 67, 97, and 107, Providers are required to submit an annual cost report on forms prescribed by the Department of Health and Human Services, Division of Audit. The Division of Audit has published updated cost report templates, with corresponding instructions, for Section 50, Section 67, Section 97, and Section 107 providers. The updated templates and instructions are available for immediate use and may be downloaded by visiting the Division of Audit's website at <https://www.maine.gov/dhhs/audit/mainecare/forms.shtml>.

Providers are required to use the updated templates beginning with the cost reporting of fiscal years ending in 2019. No other cost report forms will be accepted. Any cost report submission filed on an incorrect form, or containing alterations to the approved forms, will be rejected during the Division of Audit's cost report acceptance review.

The Division of Audit also encourages providers to file cost reports electronically, by emailing the completed cost report form along with supporting documentation to DHHS.Audit@maine.gov. Providers may also elect to send electronic filings via CD or USB and paper filings to the State of Maine DHHS, Division of Audit, 11 State House Station, Augusta, Maine 04333-0011.

Your cooperation in this matter is greatly appreciated. If you have any questions, please contact the Division of Audit at 207.287.2403.

Sincerely,

Herbert F. Downs, Director
Division of Audit