

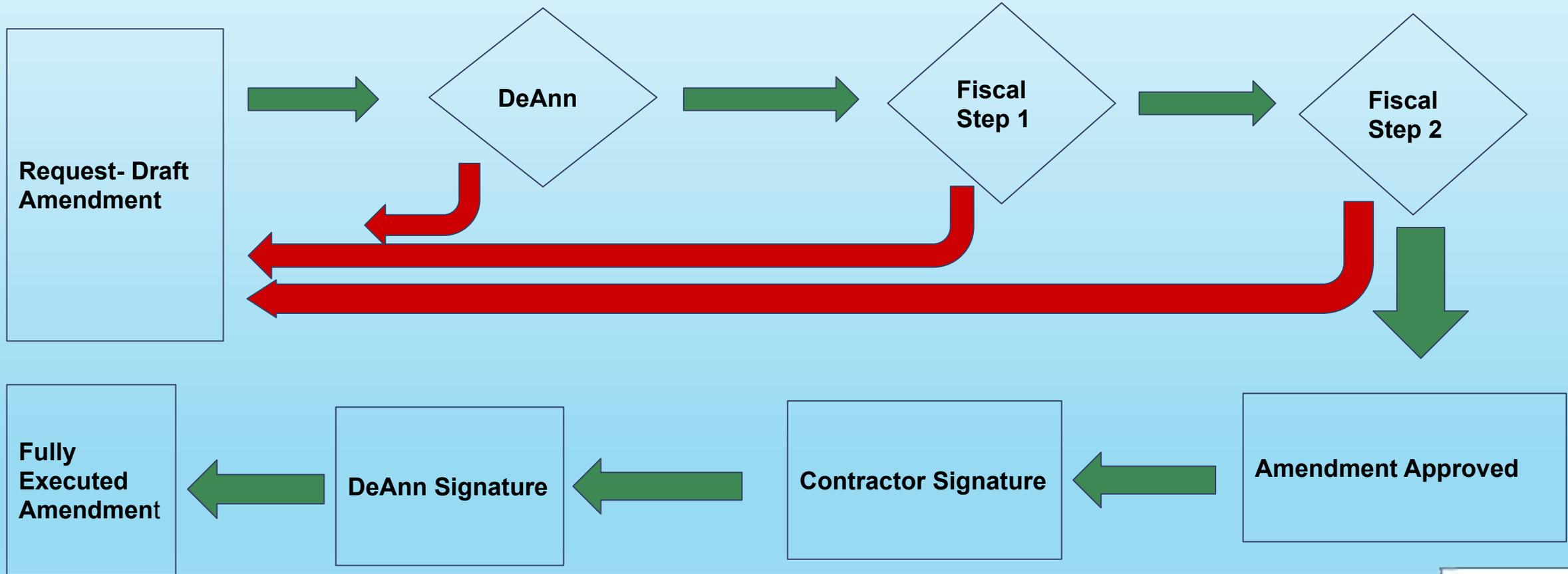


Monthly Claims Justification | Quarterly Reports

IOWA DEPARTMENT OF PUBLIC HEALTH

Protecting and Improving the Health of Iowans

Contract Amendment Process



Monthly Claims Justification/Quarterly Reports

- Reminder: **July 30** - **all** claims through June 30 must be submitted in IowaGrants.
 - ◆ All errors and corrections to claims and data - must be done by Aug 2, 2019.
 - ◆ IDPH will pull an SSRS Claim Summary and reconcile all SFY19 Claims through June 30
 - ◆ Contractors will be notified of any corrections/repayment needed.

Monthly Claims Justification/Quarterly Reports

Justification - how did you come up with the total?

- **Salary/Fringe:** Name(s) + hours for that month = Amount submitted
- **Equipment**
- **Other**
- **Subcontractor**
- **Indirect/Administration**

Monthly Claims Justification/Quarterly Reports

Prevention - Substance Use Line Item					
Salary/Fringe	\$	35,312	\$5,460.28	\$20,319.58	57.54%
Total Salary---\$4246.20, FICA -- \$324.83, benefits--\$889.25 (Benefits include--workers comp, health, dental, FSA, retirement, and parking fees)					
Equipment	\$	-	\$0.00	\$0.00	#DIV/0!
NA					
Subcontract	\$	-	\$0.00	\$0.00	#DIV/0!
NA					
Other	\$	6,173	\$1,403.88	\$4,117.76	66.71%
Rent--\$464.51, PRI Books--\$625, IT--\$221.10, Office Supplies--\$39.64, Mileage--\$53.63					
Indirect/Administrative	\$	4,149	\$686.42	\$2,429.70	58.56%
Business Staff--\$316.12, Payroll, audit and banking --\$202.81, Janitorial --\$94.50, Utilities--\$19.31, small Equipment --\$12.81, ED time -- \$40.87					
Total		\$ 45,634	\$7,550.58	\$26,867.04	58.88%



Quarterly Reports

Monthly Claim Justification, Quarterly Reports, and Work Plans all tie together.

- Tell the story of the work you are doing.
- Quarterly Reports is the narrative opportunity to relay how your work plans are coming together.
- What else do we need to know?

Quarterly Reports

Organizational Spotlight:

- Tell us what we need to know

Network Support:

- Review your activities - ties to work plan

Prevention Services

- Review your activities - ties to work plan

Training/Technical Needs:

- What do you and your staff need/want?

Quarterly Reports

Additional items may be added - specifically items needed to be in compliance with SABG requirements.

i.e. bed capacity, waitlists, TB requirements, etc