

*** PROPOSAL FOR WEB PORTAL SUBMISSION OF MSP COST REPORT AND RECONCILIATION PROCESS**

ODE and ODM are collaborating to design a more streamlined method for Medicaid School Program (MSP) cost report submission through the ODM Medicaid Information Technology System (MITS) web portal. This system will allow MSP providers to directly submit cost reports. Both ODE and ODM will have specified access for submission, review and communication through the system. Although the deadline extension request process will remain outside of the system, the cost report deadlines (including extension dates) will be available through the MITS system. It will not change any of the processes to prepare the cost report, nor the Agreed Upon Procedure Engagement (AUPE) review and adjustments. This is strictly to enhance the cost report SUBMISSION and reconciliation process.

The goal for the first cost report submission using the ODM MITS web portal is the SFY 2015 (July 1, 2014-June 30, 2015) report. ODE and ODM will schedule training to provide detailed information and instructions in the near future. This change should significantly improve efficiency in the cost report submittal process.

In planning for unforeseen situations related to this new process, ODE/ODM is adding 120 additional days for the submission of the SFY2015 cost report. **This extends the cost report deadline from 12/31/16 to 4/30/17.** The web portal will be the only means to submit the MSP cost report. If any additional extensions beyond this new deadline are needed prior to implementation, please follow the established extension request process.