

Great Rivers Behavioral Health Administration Services Organization

Policy Title: Financial Reporting	Policy No. 2008.00
Category: Fiscal	Date Adopted: 01/10/2020 Date Revised: Date Reviewed:
Reference: Washington State Health Care Authority (HCA) Contract Budgeting Accounting and Reporting System	

POLICY:

- 1.1. Great Rivers Behavioral Health Administration Services Organization ("Great Rivers BH-ASO") Revenue and Expenditure reports and Operating budget statements, shall be prepared and submitted to State of Washington Health Care Authority (HCA) in accordance with contract requirements. Financial reports shall be prepared by fiscal staff for review by Chief Executive Director (CED) and presented to the Governing Board.

PROCEDURE:

- 2.1. The Great Rivers BH-ASO Fiscal Manager or designee shall prepare financial reports based on the activity of Great Rivers BH-ASO and its programs. These reports will be submitted to the CED to be included in financial statements and reports reported to Great Rivers BH-ASO Governing Board.
- 2.2. The reports will include expenditure and revenue reports that include criteria required by Health Care Authority and meet governmental accounting standards. Revenue and Expense Reports will reflect the most current month(s) and year-to-date activity with percent expended / received.
- 2.3. Additional financial reports may be prepared at the request of the Great Rivers BH-ASO CED or the Great Rivers BH-ASO Governing Board or the State of Washington Health Care Authority (HCA).
- 2.4. The CED and Great Rivers Fiscal Manager and staff will meet at least semi-annually or as needed to review and/ or modify the financial reports and budget. Any Great Rivers BH-ASO Governing Board member and Great Rivers BH-ASO Advisory Board Member may also choose to participate.

ATTACHMENTS

None

POLICY SIGNATURE

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Edna J. Fund
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4/14/2020

Edna J. Fund, Chair
Great Rivers BH-ASO Governing Board

Date