

# Great Rivers Behavioral Health Administration Services Organization

Policy Title: <b>Reserve Funds</b>	Policy No. <b>2010.00</b>
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") Reserve Funds shall be established to set aside funds for specific purposes and as required by our contract with Washington State Health Care Authority (HCA).

**PROCEDURE:**

- 2.1. Reserve funds shall meet contract requirements. Once established, additional funding may be budgeted and will be transferred to the Reserve Fund upon per authority established. Expenditures from the Encumbered or Risk Reserve Fund must be within the purpose designated and will reported to Great Rivers BH-ASO Governing Board.
- 2.2. The amount in the Reserve Funds will be included in the Great Rivers BH-ASO investment with the Lewis County Treasurer. However, investment earnings on Reserve Funds will be paid into the Great Rivers BH-ASO general fund and may only be used for public behavioral health services.
- 2.3. Great Rivers BH-ASO will maintain a reserve amount. The amount is a percentage of the Contractor's annual premium payment per funding category and determined by an actuarial. Reserve funds are designated into a reserve account and updated by Great Rivers BH-ASO Chief Executive Director (CED). Reserve funds shall be used for the cost of providing psychiatric inpatient services or crisis services that exceed the revenue the BH-ASO receives. Reserve funds in excess of the minimum required may also be used to ensure a smooth transition to integrated managed care. This includes: maintaining existing levels of regional BH crisis and diversion programs, and other required BH-ASO services, and stabilizing the crisis services system.
- 2.4. Additional Reserve categories may be used in accordance with Washington State Health Care Authority (HCA) and / or current version of Budgeting, Accounting & Reporting System (BARS) and Supplementary Instructions for Public Mental Health Programs.

**ATTACHMENTS**

None

**POLICY SIGNATURE**

DocuSigned by:  
  
 3731C87058C2465

4/14/2020

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

Date