



OHIO AUDITOR OF STATE
KEITH FABER



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Independent Accountants' Report on Applying Agreed-Up Procedures

Ohio Department of Developmental Disabilities
30 East Broad Street
Columbus, Ohio 43215

We have performed the procedures enumerated below on the disbursements recorded in the County Board Cost Report System (Cost Report) of the Mid East Regional Council of Governments (COG) for the year ended December 31, 2019 and certain compliance requirements. The COG's management is responsible for the financial data in the Cost Report and compliance with applicable requirements.

The Ohio Department of Developmental Disabilities (Department) has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of evaluation the COG's financial data recorded in the Cost Report for the year ended December 31, 2019 and compliance with certain requirements. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and the associated findings are as follows:

Trial Balance and Non-Payroll Expenditures

1. We compared the non-payroll disbursements on the General Ledger, Profit and Loss by Class, and the Billing History by Vendor reports for cost categories that contribute to Medicaid rates to the *COG Reconciliation* form and the *COG Master and County Expenditures* forms.

There was a variance for Monroe County Expenditure form exceeding \$500. There were also 2020 expenses for Muskingum and Perry County Boards on the Billing History reports which were included on the County Expenditures in error. We reported variances exceeding \$500 to remove costs and corresponding statistics as reported in the Appendix.

2. We compared the total non-payroll disbursements on the Profit and Loss by Class report to the total disbursements on the *Summary of Expenditures* and to DODD's Guide to Preparing Cost Report for Council of Government (Cost Report Guide). There were no variances exceeding \$500.
3. We selected 60 disbursements from the service contracts and other expenses in cost categories that contribute to Medicaid rates. We compared the COG's supporting documentation and the cost classification on the DODD's Guide to Preparing Cost Report for Council of Government and the County Boards (Cost Report Guides) and 2 CFR 200.420 - .475. There was a variance exceeding \$500 as reported in the Appendix.

Payroll Testing

1. We compared the payroll disbursements on the Payroll Register (By PST Summary) reports to the Employee Roster and the General Ledger and the ledger to the Profit and Loss by Class report. We then compared the Profit and Loss report to the *COG Master and County Expenditures* forms.

Payroll Testing (Continued)

We noted the COG's reported payroll expenses were on the accrual basis. We received a revised General Ledger and Profit and Loss by Class report and reperformed the comparison. There were no variances exceeding two percent.

2. We scanned the Payroll Register (By PST Summary) and Employee Roster reports and compared the program classification of employees to the County Board Allocation report and then from the allocation report to the *COG Master* and *County Expenditure* forms and to the Cost Report Guides. There were no allocations inconsistent with the Cost Report Guides.

Medicaid Administrative Claiming (MAC)

1. We compared the actual salaries and benefits for the Random Moment Time Study (RMTS) participants on the Payroll Register (By PST Summary) report during the second quarter to the MAC salaries and benefits submitted on the Cost by Individual Report. We verified that the actual salaries and benefits exceeded MAC salary and benefits costs.
2. We requested supporting documentation for 13 RMTS observed moments selected by DODD for the second quarter and determined if the supporting documentation contained the participant's name, date and time of the moment and the activity performed. One moment did not contain the time of the observed moment.

We compared the Medicaid rate that corresponds to the documented activity to the Guide to Medicaid Administrative Claiming (MAC) using the Random Moment Time Studies (RMTS) Methodology for 2019. There were no variances.

We were engaged by the Department to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the AICPA. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the COG's Cost Report and its compliance with certain requirements and regulations. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the COG and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the Department and the COG, and is not intended to be, and should not be, used by anyone other than these specified parties.



Keith Faber
Auditor of State
Columbus, Ohio

July 26, 2021

Appendix
 Mid East Ohio Regional Council
 (MEORC) 2019 COG Cost Report Adjustments

	Reported Amount	Correction	Corrected Amount	Explanation of Correction
Statistics COG				
Muskingum-2019-MEORC				
Transportation Statistics				
One Way Trips				
Facility Based	18,560	(783)	17,777	To remove corresponding 2020 trips from the 2019 cost report
Monroe County				
Adult Program				
Transportation COG Expenses				
Non-Federal Reimbursable	\$ 3,129	\$ (524)	\$ 2,605	To remove 2020 costs from the 2019 cost report
Muskingum County				
Adult Program				
Transportation COG Expenses				
Facility Based Services	\$ 351,332	\$ (14,822)	\$ 336,510	To remove 2020 costs from the 2019 cost report
Adult Program COG Expenses				
Facility Based Services	\$ 308,256	\$ (6,967)	\$ 301,289	To remove 2020 costs from the 2019 cost report
Perry County				
Direct Services COG Expenses				
School Age	\$ -	\$ 7,061	\$ 7,061	To reclassify direct child expenses
Adult Program				
Facility Based Services	\$ 14,933	\$ (7,061)	\$ 7,872	To reclassify direct child expenses

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MID EAST OHIO REGIONAL COUNCIL

KNOX COUNTY

AUDITOR OF STATE OF OHIO CERTIFICATION

This is a true and correct copy of the report, which is required to be filed pursuant to Section 117.26, Revised Code, and which is filed in the Office of the Ohio Auditor of State in Columbus, Ohio.



Certified for Release 8/5/2021

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This report is a matter of public record and is available online at
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