

STEPS FOR STATE ASSISTANCE FUNDS

Counties that expend greater than 8% of their GRTL on Indigent Health Care services are eligible to apply for State Assistance Funds for expenditures above their 8%.

PROCEDURE:

1. Funds are for county-run programs only, not public hospitals or hospital districts.
2. Expenditures are reimbursable if they meet all of the following criteria:
 - a. Paid for expenditures for CIHCP eligible residents
 - b. Paid for CIHCP basic or department-approved optional health care services
 - c. Paid according to the CIHCP payment standards
 - d. Paid within the state fiscal year (09/01 to 8/31) for which state assistance funds are being requested
3. Reporting:
 - a. Financial Reports (Form 105s) must be submitted for the all preceding months in the fiscal year, before requesting state assistance funds.
 - b. Annual Report, Form 300, must be submitted in September, following the state's fiscal year.
 - c. Report the county's general revenue tax levy (GRTL) to state comptroller's office.
4. County's notification procedure is to notify DSHS/Austin by telephone and/or e-mail within 7 days after the county has expended 6% of its GRTL.
5. Eligibility review at 6% spending level is conducted by HHSC for counties that have not been read in the past 3 years. HHSC will discuss details with county on dates, and required information.
6. Submit necessary information to show proof of fiscal year's expenditures.
7. Counties must spend 8 percent of their general revenue tax levy before they are eligible for state assistance.
8. Counties notify by telephone or email HHSC when the county exceeds the 8% GRTL expenditure level.
9. Complete and Fax/E-mail Form 500 to receive reimbursements for expenditures above eight percent to 512-776-7203 or CIHCP@hhsc.state.tx.us
10. Call CIHCG to encumber funds and to obtain an encumbrance number

**For more information regarding state funds, contact CIHCP at
512-776-6467**