



C A L I F O R N I A D E P A R T M E N T O F
Mental Health

1600 9th Street, Sacramento, CA 95814
(916) 654-2309

January 5, 2009

DMH INFORMATION NOTICE NO.: 09-01

TO: LOCAL MENTAL HEALTH DIRECTORS
LOCAL MENTAL HEALTH PROGRAM CHIEFS
LOCAL MENTAL HEALTH ADMINISTRATORS
COUNTY ADMINISTRATIVE OFFICERS
CHAIRPERSONS, LOCAL MENTAL HEALTH BOARDS

SUBJECT: IMPLEMENTATION OF THE ANNUAL MENTAL HEALTH
SERVICES ACT (MHSA) REVENUE AND EXPENDITURE
REPORT FOR FISCAL YEAR 2007-08

REFERENCE: IMPLEMENTATION OF THE MHSA, WELFARE AND
INSTITUTIONS CODE (WIC) SECTION 5847 AND TITLE 9,
CALIFORNIA CODE OF REGULATIONS SECTION 3510.

This Department of Mental Health (DMH) Information Notice informs Counties¹ that receive funding under the Mental Health Services Act (MHSA) of the Annual MHSA Revenue and Expenditure Report (Revenue and Expenditure Report) requirements for fiscal year (FY) 2007-08. A copy of the Revenue and Expenditure Report forms and instructions are enclosed (Enclosures 1 and 2).

Due to the timing of the release of the forms and instructions for the Revenue and Expenditure Report, DMH will accept Reports for fiscal year 2007-08 until February 1, 2009. DMH may withhold future MHSA distributions to Counties that do not submit their Revenue and Expenditure Report by this date.

The Revenue and Expenditure Report should be submitted electronically using the Excel template (do not submit a PDF document) to DMH at mhsa@dmh.ca.gov and include the subject line "(County name) FY 07-08 MHSA Rev and Exp Report." A hard copy of the Revenue and Expenditure Report should also be sent to the following address:

¹ "County" means the County Mental Health Department, two or more County Mental Health Departments acting jointly, and/or city-operated programs receiving funds per WIC Section 5701.5 (California Code of Regulations, Section 3200.090).

DMH INFORMATION NOTICE NO.: 09-01
January 5, 2009
Page 2

**California Department of Mental Health
County Contracts and Technical Assistance Unit
Attn: FY 07-08 MHSA Rev and Exp Report
1600 9th Street, Room 100
Sacramento, CA 95814**

Please be advised that DMH intends to audit the Revenue and Expenditure Report in conjunction with the Short-Doyle/Medi-Cal (SD/MC) audit. Accordingly, Counties should maintain all accounting and management information system reports used to prepare the Revenue and Expenditure Report for future audit purposes.

If you have any further questions regarding the Revenue and Expenditure Report, please contact your County Operations liaison identified on the following Internet site:
<http://www.dmh.ca.gov/docs/CoOpRoster.pdf>.

Sincerely,

Original signed by

STEPHEN W. MAYBERG, Ph.D.
Director

Enclosures