



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) 654-2314

October 27, 2009

DMH INFORMATION NOTICE NO.: 09-18

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

SUBJECT: FISCAL YEAR (FY) 2008-09 COST REPORT POLICY

REFERENCE: SUPERCEDES DMH LETTER 08-09
FISCAL YEAR (FY) 2007-08 COST REPORT POLICY

The purpose of this Department of Mental Health (DMH) Information Notice is to inform counties of revised cost report filing instructions.

Pursuant to Welfare and Institutions (W&I) Code Sections 5651(a)(4), 5664(a) and (b), 5705(b)(3), and 5718(c), county mental health facilities, clinics, and programs are required to submit fiscal year-end cost reports by December 31 following the close of the fiscal year. DMH does not intend to exercise this provision for the FY 2008-09 cost report until February 26, 2010, due to the timing of the release of the Cost Report forms and instructions.

Detailed requirements and instructions are forthcoming in the FY 2008-09 Cost and Financial Reporting System Instruction Manual.

If you have any questions, please contact your Cost Reporting and Financial Support analyst at (916) 654-2314.

Sincerely,

Original signed by

STANLEY A. BAJORIN
Acting Chief Deputy Director