

## **INTRODUCTION**

This Chapter describes DHS and DCF State generated adjustments, which appear, on the DES-CARS-603 report. This chapter does not cover all DHS or DCF state generated adjustments. It only includes those for which we had documentation from the Divisions as of this printing.

This Chapter includes the following categories of state generated adjustments:

- **State Institutions**
- **Delegated Accounts**
- **Audit Adjustments**

**STATE INSTITUTIONS**

These profiles represent transactions related to inpatient services provided by the Division of Mental Health and Substance Abuse Services at the Mental Health Institutes and the Division of Long Term Care at Centers for the Developmentally Disabled. The Billing and Collections Unit processes monthly invoices for care provided at the Mental Health Institutes. If payment has not been received within 60 days of the invoice, the amount due will be withheld. For convenience, Counties have the option to have the Billing and Collections Unit process all transactions through CARS. For inpatient care at the Centers, these profiles will be used when the client does not have Medical Assistance and there is an unpaid balance.

**CARS PROFILES**

903	ITU (Intensive Treatment Unit)
944	PACT- Dane County – 3 <sup>rd</sup> party dollars
946	PACT – Dane County
947	Mendota MHI
948	Winnebago MHI
949	Central WI Center
953	Northern WI Center
954	Southern WI Center
957	Charge Back

**DELEGATED ACCOUNTS**

The Billing and Collections Unit receives payments on previously Delegated Accounts. The County portion of payments is processed through CARS profile 945.

CARS PROFILE

945 50% Delegated Account – 51 Board

Division Responsible: Division Enterprise Services

Contact: Troy Kitzrow (608) 261-5984

**DHS or DCF AUDIT ADJUSTMENTS  
CARS PROFILE 950  
CARS PROFILE 960**

As part of the audit resolution process, the DHS and DCF make audit adjustments in the current year for prior year's net adjustments.

CARS Profile 950 (AUDIT ADJUSTMENT - COUNTY) is used to adjust the payment to the county for the net amount resulting from the audit resolution process for any DHS program.

CARS Profile 960 (AUDIT ADJUSTMENT - COUNTY) is used to adjust the payment to the county for the net amount resulting from the audit resolution process for any DCF program.

Although the net adjustment recorded in Profile 950 or Profile 960 may involve multiple county agencies, the Department makes the adjustment to the current county Human Service Department agency type. An audit adjustment will either increase or decrease the county's payment from the State for that month.

When an audit adjustment is made in CARS, the Human Service agency receives a copy of the final audit resolution letter along with the Transmittal Letter.

Questions about the audit resolutions should be directed to the DHS Bureau of Intergovernmental Relations and Contract Management, or the contact person identified in the final resolution letter.