

INTRODUCTION

The CARS 620 Report is an enhanced version of the CARS 603 Report. The CARS 620 shows all the data in the Distribution of Expenditures section of the CARS 603. Please use the allocation information from the CARS 603 in conjunction with the CARS 620.

The CARS 620 Report sorts CARS data by agency name, agency number and agency type. Agency type is a three-digit code defined by the type of agency and the year in which a contract ends. [Attachment A](#) shows a conversion table between contract year and agency type. CARS data are grouped by contract year. Within each contract year, data is shown in ascending order by CARS profile number.

The CARS 620 Report has a number of similarities to the CARS 603 Report. The CARS 620 shows current period activity, contract amount, and payment amount. “Column J” in the CARS 603 equals “Net Due to-From Agency” on the CARS 620.

The CARS 620 Report has some enhancements not found on the CARS 603 Report. The sum of columns “Contract to Date Pre-Pay” and “Contract to Date Reimburs” on the CARS 620 is equal to column K, “CTD Payments/Advances” on the CARS 603. The “Contract to Date Reimburs” column shows the actual Contract-To-Date (CTD) reimbursement net of pre-payments. The CARS 620 includes a column called “Current Net Pre-Pay” that shows the current pre-payments or recovery of pre-payments.

The CARS 620 shows information for sum sufficient (Type E) profiles differently than the CARS 603. The CARS 620 does not calculate a contract balance for sum sufficient profiles while the CARS 603 calculates a contract balance for sum sufficient profiles.

See [Attachment B](#) for a sample CARS 620; the circled letters correspond to letters in parentheses in the Detailed Description below.

DETAILED DESCRIPTION

A. Report Headings (Column headings in bold face font)

- (A) **Agency:** Agency number
- (B) Agency Type Code
- (C) Agency name
- (D) Voucher number - The primary reference for finding detail on a given payment. This number is also found on the ACH transaction.

B. Column Headings

- (E) **Profile:** CARS profile number, ranging from two to six digits. Profiles “999999” and “999998” are accounts receivable, or funds due DHS.
- (F) CARS Profile type code.
 - Profile Type A – Adjustments
 - Profile Type D – Non-Reimbursable
 - Profile Type E – Sum-sufficient
 - Profile Type F – Contract Controlled
 - Profile Type X – Accounts Receivable

HOW TO READ THE CARS 620 REPORT

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- (G) Name of the CARS profile.
- (H) **Contract Start Dt:** The contract start date. A Contract Start Date of “06/01/1989” indicates “No Contract”. This means that expenditures were reported for a profile for which there is no valid contract on CARS. Contact the appropriate DHFS Program Division to resolve this. This situation could also result from incorrect reporting on the Des-600 form or a data entry error.
- (I) **Contract End Dt:** The contract end date. A Contract End Date of “12/31/9999” indicates “No Contract”.
- (J) **Current Period Activity:** Current reported expenditures plus prior period adjustments but excludes pre-payments.
- (K) **Contract to Date Activity:** Includes current expenditures, prior period adjustments, prior period Contract-To-Date (CTD) expenditures, and expenses reported outside contract, but excludes pre-payments.
- (L) **Contract to Date Roll:** CTD amount rolled in minus CTD amount rolled out. Positive numbers indicate an amount that rolled in to the profile, a negative number is an amount that rolled out.
- (M) **Contract to Date Activity+Roll:** Contract to Date Activity (K)+Roll (L).
- (N) **Allowable Contract to Dt Activity + Rolls:** Allowable amount. When the Contract Start Dt (H) and Contract End Dt (I) indicates “No Contract”, the amount in this column will be zero. In all other cases the amount in this column will be the same as the amount in the column “Contract to Date Activity+Roll” (M) minus expenses reported outside contract.
- (O) **Percent Reimbursable:** Percentage of reported expenses that will be reimbursed under the contract terms. The percentage in this column is specified on the CARS system for each CARS Profile. See the CARS Manual, for more information about reimbursement percentages.
- (P) **Contract Amount:** Contract amount. If the contract is a type E, sum-sufficient, the amount is the estimated spending level for the applicable contract period.
- (Q) **Net Due To-From Agency:** This is equal to column J (“Payment/Advance”) on the DES-603 Report. This is the amount the agency will receive or owes DHS.
- (R) **Current Net Pre-Payment:** Current pre-payment minus current recovery of pre-payments.
- (S) **Contract To Date Pre-Pay:** Pre-Payments received contract to date.
- (T) **Contract To Date Reimburs:** Contract to date reimbursement amount, excluding pre-payments.
- (U) **Required Match:** CTD amount that is the agency’s responsibility for profiles that are reimbursed less than 100%.
- (V) **Over-Match:** “Contract to Date Activity+Roll” (M), minus “Contract Amount” (P)
- (W) **Contract Balance.:** “Contract Amount” (P) minus “Contract To Date Reimburs” (T).

ATTACHMENT A:**Department of Health Service Agency Types**

Type of Agency	Year Contract Ends										
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
	Twenty 1st	Twenty 2nd	Twenty 3rd	Twenty 4th	Twenty 5th	Twenty 6th	Twenty 7th	Twenty 8th	Twenty 9th	Thirtieth	Thirty 1st
County 51 Bd.	001	101	201	301	401	501	601	701	801	901	001
County 51.437 Bd.	005	105	205	305	405	505	605	705	805	905	005
County HSD/DSS/HHSD/CAA	010	110	210	310	410	510	610	710	810	910	010
IM Consortia	015	115	215	315	415	515	615	715	815	915	015
County Agency Other	020	120	220	320	420	520	620	720	820	920	020
County - ADRC	025	125	225	325	425	525	625	725	825	925	025
County Public Health	030	130	230	330	430	530	630	730	830	930	030
County - Consortiums	035	135	235	335	435	535	635	735	835	935	035
County Aging	040	140	240	340	440	540	640	740	840	940	040
Co Sheriff's	050	150	250	350	450	550	650	750	850	950	050
Other Municipalities	060	160	260	360	460	560	660	760	860	960	060
Tribes	070	170	270	370	470	570	670	770	870	970	070
State Agencies	080	180	280	380	480	580	680	780	880	980	080
Non-municipalities	090	190	290	390	490	590	690	790	890	990	090

ATTACHMENT B

CARS 620 Report

Agency: 73 - 410 : WILSON CO HSD

090420

Agency		H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Contract Start Dt	Contract End Dt	Current Period Activity	Contract to Date Activity	Contract to Date Roll	Contract to Date Activity+ Roll	Contract to Date Activity+ Roll	Allowable Contract to Dt Activity+ Roll	Percent Reimbursable	Contract Amount	Net Due to-from Agency	Current Net Pre-Pay	Contract to Date Pre-Pay	Contract to Date Reimburs	Required Match	Over-Match	Contract Balance	
338 - F : COP-W WAIVER	01/01/2014	12/31/2014	677	2,456	0	2,456	2,456	100	99,104	677	0	24,776	2,456	0	0	96,648	
339 - E : COP-W FEDERAL	01/01/2014	12/31/2014	977	3,542	0	3,542	3,542	100	143,323	977	0	35,831	3,542	0	0	0	
348 - F : CIP II NON FEDERAL	01/01/2014	12/31/2014	0	0	0	0	0	100	55,517	0	0	13,879	0	0	0	55,517	
349 - E : CIP II FEDERAL	01/01/2014	12/31/2014	0	0	0	0	0	100	80,288	0	0	20,072	0	0	0	0	
367 - F : COMMUNITY OPTIONS PROGRAM	01/01/2014	12/31/2014	14,436	27,164	(14,267)	12,897	12,897	100	154,765	169	0	38,691	12,897	0	0	141,868	
381 - F : ALZHEIMERS FAMILY SUPPORT	01/01/2014	12/31/2014	0	0	0	0	0	100	6,124	0	0	1,531	0	0	0	6,124	
407 - F : ICFMR NONFED	01/01/2014	12/31/2014	885	1,280	0	1,280	1,280	100	22,352	885	0	5,588	1,280	0	0	21,072	
408 - E : ICFMR FED	01/01/2014	12/31/2014	1,276	1,847	0	1,847	1,847	100	32,325	1,276	0	8,081	1,847	0	0	0	
517 - F : CERTIFIED MENTAL HLTH PRG	01/01/2014	12/31/2014	0	0	0	0	0	100	14,355	0	0	0	0	0	0	14,355	
528 - F : CST COUNTY EXPANSION	04/01/2014	12/31/2014	0	0	0	0	0	100	62,123	20,708	20,708	20,708	0	0	0	62,123	
550 - F : BIRTH TO THREE INITIATIVE	01/01/2014	12/31/2014	4,852	13,553	(8,940)	4,613	4,613	100	18,454	0	0	4,614	4,613	0	0	13,841	
561 - F : BASIC COUNTY ALLOCATION	01/01/2014	12/31/2014	249,746	553,581	(390,559)	163,022	163,022	100	163,022	0	0	0	163,022	0	0	0	
570 - F : ADDA BLOCK GRANT	01/01/2014	12/31/2014	1,398	4,267	0	4,267	4,267	100	41,427	1,398	0	10,357	4,267	0	0	37,160	
577 - F : FAMILY SUPPORT PROGRAM	01/01/2014	12/31/2014	1,245	4,525	0	4,525	4,525	100	22,872	1,245	0	5,718	4,525	0	0	18,347	
681 - F : STATE/COUNTY MATCH	01/01/2014	12/31/2014	0	0	415,553	415,553	415,553	50	0	0	0	0	0	207,777	207,776	0	
874 - D : CLTS AUTISM GPR	01/01/2014	12/31/2014	0	0	0	0	0	0	10,942	0	0	0	0	0	0	10,942	
875 - D : CLTS AUTISM FED	01/01/2014	12/31/2014	0	0	0	0	0	0	15,828	0	0	0	0	0	0	15,828	
880 - F : CLTS AUTISM CWA ADMIN GPR	01/01/2014	12/31/2014	0	0	0	0	0	100	1,007	0	0	0	0	0	0	1,007	
881 - E : CLTS AUTISM CWA ADMIN FED	01/01/2014	12/31/2014	0	0	0	0	0	100	1,007	0	0	0	0	0	0	0	
948 - A : WINNEBAGO MHI	06/01/1989	12/31/9999	(64,436)	(221,640)	0	(221,640)	(221,640)	100	0	(64,436)	0	0	(221,640)	0	0	0	
1007 - A : WIMCR A/R MOVE	06/01/1989	12/31/9999	0	(79,998)	0	(79,998)	(79,998)	100	0	0	0	0	(79,998)	0	0	0	
1425 - F : MA COP LTS EXPANSION	01/01/2014	12/31/2014	0	0	0	0	0	100	216,900	0	0	54,225	0	0	0	216,900	
999999 - X :	03/01/2014	03/31/2014	(8,927)	(8,927)	0	(8,927)	(8,927)	100	0	(8,927)	0	0	(8,927)	0	0	0	