

Reporting Requirements for MSHN SUD Providers FY 2018					
Contractor Type (Prevention, Treatment, or Both):	Required Report:	Due Date: (If on a weekend, the following Monday)	Report Submitted to :	Method of Submission (email, web portal, etc.):	Submission Form (Template, etc):
Applies only to specific providers	Earmark-Funded Special Projects	2/28/2018	<a href="mailto:TXreports@midstatehealthnetwork.org">TXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Cost Reimbursement Contracts only	Equipment Inventories (\$5000 or more per unit) (Cost Reimbursement or Cost Settlement Contracts Only)	With Budget Prior to Oct 1st	<a href="mailto:amy.keinath@midstatehealthnetwork.org">amy.keinath@midstatehealthnetwork.org</a>	EMAIL	NO TEMPLATE
Cost Reimbursement Contracts - TX & PREV	Monthly Financial Status Reports	10th of month following service date	Box - by invitation only	WEB PORTAL	PROGRAM AGENCY FOLDER
Prevention	Michigan Prevention Data System (MPDS) (NOTE: All direct face to face activities paid in full or part by MSHN must be entered following guidelines in	10th of the month following the month services were delivered	<a href="http://webbasedsubmissioninthempdsystem.mpsds.sudpds.com">web based submission in the MPDS system (mpsds.sudpds.com)</a>	WEB PORTAL	N/A
Prevention	Prevention Outcomes Report (Oct 1st to Sept 30th)	11/15/2018	<a href="mailto:PXreports@midstatehealthnetwork.org">PXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Prevention	SUD Prevention Annual Plan	7/15/2018	<a href="mailto:PXreports@midstatehealthnetwork.org">PXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Prevention	SUD Prevention Additional Unit Report	4/15/18 10/15/18	<a href="mailto:PXreports@midstatehealthnetwork.org">PXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Prevention/Bay County PFS Contractor Only	SUD Partnership for Success (PFS II) 1st Quarter Report	1/10/2018	<a href="mailto:PXreports@midstatehealthnetwork.org">PXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Prevention/Bay County PFS Contractor Only	SUD Partnership for Success (PFS II) 2nd Quarter Report	4/10/2018	<a href="mailto:PXreports@midstatehealthnetwork.org">PXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Prevention/Bay County PFS Contractor Only	SUD Partnership for Success (PFS II) 3rd Quarter Report	7/10/2018	<a href="mailto:PXreports@midstatehealthnetwork.org">PXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Prevention/Bay County PFS Contractor Only	SUD Partnership for Success (PFS II) 4th Quarter Report	10/10/2018	<a href="mailto:PXreports@midstatehealthnetwork.org">PXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Prevention/ Designated Youth Tobacco Use Representative Agencies Only	Additional Tobacco Vendor Education Report (DYTUR Contracted Providers) (July 1st to Sept 30th)	10/15/2018	<a href="mailto:PXreports@midstatehealthnetwork.org">PXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Prevention/ Designated Youth Tobacco Use Representative Agencies Only	Tobacco/Formal Synar-PROTOCOL FORM - YTA COMPLIANCE CHECK REPORTING	Postmarked or delivered to MSHN by the third day after identified MSHN Formal Synar Period	<a href="mailto:PXreports@midstatehealthnetwork.org">PXreports@midstatehealthnetwork.org</a>	SEND ORIGINAL SYNAR FORM BY MAIL or hand deliver to MSHN Offices: 530 W. Ionia; Ste. F; Lansing, MI. 48933	FORMS SENT BY EMAIL
Prevention/ Designated Youth Tobacco Use Representative Agencies Only	Required Non-Synar Report (DYTUR Contracted Providers) (Jan 1st to May 15th)	5/30/2018	<a href="mailto:PXreports@midstatehealthnetwork.org">PXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Prevention/ Designated Youth Tobacco Use Representative Agencies Only	Required Non-Synar Report (DYTUR Contracted Providers) (Jan 1st to May 15th)	10/15/2018	<a href="mailto:PXreports@midstatehealthnetwork.org">PXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Prevention/ Designated Youth Tobacco Use Representative Agencies Only	Required Tobacco Vendor Education Report (DYTUR Contracted Providers) (Jan 1st to May 15th)	5/30/2018	<a href="mailto:PXreports@midstatehealthnetwork.org">PXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Prevention/ Designated Youth Tobacco Use Representative Agencies Only	Tobacco Retailer Master List Updates (DYTUR Contracted Providers)	1/31/2018	<a href="mailto:PXreports@midstatehealthnetwork.org">PXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL

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Prevention/ Designated Youth Tobacco Use Representative Agencies Only	Youth Access to Tobacco Activity Annual Report (DYTUR Contracted Providers)	10/10/2018	<a href="mailto:PXreports@midstatehealthnetwork.org">PXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Treatment	Fiscal Year Fees and Collections - CareNet Providers only	11/18/2018	<a href="mailto:claims@midstatehealthnetwork.org">claims@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE ON WEBSITE
Treatment	Appeals/Grievance/Second Opinion (April 1st - Sept 30th)	12/31/2017	<a href="mailto:dan.dedloff@midstatehealthnetwork.org">dan.dedloff@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Treatment	Appeals/Grievance/Second Opinion (Oct 1st - March 31st)	6/30/2018	<a href="mailto:dan.dedloff@midstatehealthnetwork.org">dan.dedloff@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Treatment	Carenet Claims Submission	Twice per month based on reporting due dates identified on published calendar	Carenet Web Based Data System	CARENET WEB PORTAL	N/A
Treatment	Charitable Choice Report	8/1/2018	<a href="mailto:TXreports@midstatehealthnetwork.org">TXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Treatment	Encounter Reporting via HIPAA 837 Standard Transactions	monthly (min. 12/year)	<a href="mailto:Shyam.marar@midstatehealthnetwork.org">Shyam.marar@midstatehealthnetwork.org</a>	DATA OBTAINED THROUGH CARENET	N/A
Treatment	Injecting Drug Users 90% Capacity Treatment Report (Due at the end of the month following the last month of the quarter)	due the 15th of the month following the last month of the quarter	<a href="mailto:TXreports@midstatehealthnetwork.org">TXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Treatment	Medicaid Fair Hearings (April 1st- September 30th)	12/31/2017	<a href="mailto:dan.dedloff@midstatehealthnetwork.org">dan.dedloff@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Treatment	Medicaid Fair Hearings (October 1st - March 31st)	6/30/2018	<a href="mailto:dan.dedloff@midstatehealthnetwork.org">dan.dedloff@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Treatment	Performance Indicators (4th quarter)	Dec. 1, 2017	<a href="mailto:dan.dedloff@midstatehealthnetwork.org">dan.dedloff@midstatehealthnetwork.org</a>	DATA OBTAINED THROUGH CARENET	N/A
Treatment	Performance Indicators (1st quarter)	3/1/2018	<a href="mailto:dan.dedloff@midstatehealthnetwork.org">dan.dedloff@midstatehealthnetwork.org</a>	DATA OBTAINED THROUGH CARENET	N/A
Treatment	Performance Indicators (2nd quarter)	6/1/2018	<a href="mailto:dan.dedloff@midstatehealthnetwork.org">dan.dedloff@midstatehealthnetwork.org</a>	DATA OBTAINED THROUGH CARENET	N/A
Treatment	Performance Indicators (3rd quarter)	9/1/2018	<a href="mailto:dan.dedloff@midstatehealthnetwork.org">dan.dedloff@midstatehealthnetwork.org</a>	DATA OBTAINED THROUGH CARENET	N/A
Treatment	Priority Populations Waiting List Deficiencies Report	due 1st Friday of the month for the previous month in which the exception occurred - must submit even if no data to report	<a href="mailto:TXreports@midstatehealthnetwork.org">TXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Treatment	Satisfaction Surveys	8/1/2018	<a href="mailto:dan.dedloff@midstatehealthnetwork.org">dan.dedloff@midstatehealthnetwork.org</a>	EAIL	TEMPLATE SENT BY EMAIL

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Treatment	Sentinel Events Data Report (Residential Treatment Only) (April 1st - Sept 30th)	10/15/2017	<a href="mailto:dan.dedloff@midstatehealthnetwork.org">dan.dedloff@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Treatment	Sentinel Events Data Report (Residential Treatment Only) (Oct. 1st - March 31st)	04/15/2018	<a href="mailto:dan.dedloff@midstatehealthnetwork.org">dan.dedloff@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Treatment	Treatment Episode Data Set (TEDS) (due the last day of the month)	last day of the month	<a href="mailto:Shyam.marar@midstatehealthnetwork.org">Shyam.marar@midstatehealthnetwork.org</a>	DATA OBTAINED THROUGH CARENET	N/A
Treatment	Women's Specialty Services Children's Referral Report (due quarterly)	10/15/17 1/5/18 4/5/18 7/5/18	<a href="mailto:TXreports@midstatehealthnetwork.org">TXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Treatment	Women's Specialty Services Progress Report	10/15/2018	<a href="mailto:TXreports@midstatehealthnetwork.org">TXreports@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Treatment/Prevention	Annual Litigation Report	10/31/2017	<a href="mailto:Kim.zimmerman@midstatehealthnetwork.org">Kim.zimmerman@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL
Treatment/Prevention	Fraud and Abuse Report (due semi-annually)	10/31/17 & 04/30/18	<a href="mailto:Kim.zimmerman@midstatehealthnetwork.org">Kim.zimmerman@midstatehealthnetwork.org</a>	EMAIL	TEMPLATE SENT BY EMAIL