



January 31, 2022

To all contracted behavioral health network providers,

The Michigan Department of Health and Human Services (MDHHS) is conducting a required Salary and Wage survey for all behavioral health providers (contracted and CMHSPs) participating in Michigan's Medicaid program and providing covered behavioral health services, developmental disability services, and substance use disorder services. Providers already submitting a hospital cost report to MDHHS are exempt from submitting the Salary and Wage survey. The collection of this information is necessary to develop the standardized fee schedule for Medicaid behavioral health services (per MDHHS Budget Boilerplate Section 964 of Public Act 166 of 2020) and supports the requirements within MDHHS's Medical Services Administration (MSA) Bulletin 21-39, "Beginning December 1, 2021 and required annually thereafter, CMHSP/PIHP network behavioral health service providers (providers who contract with PIHPs and CMHSPs) must provide all relevant information for the provision of covered services delivered to Medicaid beneficiaries to MDHHS using standard reporting templates that are provided by MDHHS." [MSA Policy 21-39 is available here.](#)

Your participation in this survey is required by MDHHS to understand the resources required to provide these essential behavioral health services in Michigan. The information collected through this survey will be used to understand the staffing, wage, and other provider resource requirements associated with these services. Please submit one Salary and Wage survey for each provider tax identification number (TIN), even if you receive this request from more than one CMHSP, and include information associated with all behavioral health services.

To access the survey and training materials, visit the MDHHS website [here](#) and go to the Policy 21-39 Report Requirements section and Salary and Wage Survey area.

MDHHS requires your full participation in this important endeavor and appreciate your time and support. If you have any questions about the process or the survey tool, after reviewing the available training materials, please send them to BH.Provider.Survey@Milliman.com.

**Please return the completed survey to BH.Provider.Survey@milliman by March 31, 2022.**

# BEHAVIORAL HEALTH FEE SCHEDULE PROVIDER REPORTING REQUIREMENTS

Michigan Department of Health and Human Services (MDHHS) has released a series of reporting initiatives to strengthen and inform rate setting initiatives for its Medicaid behavioral health program. As described in [MSA Policy 21-39](#), network providers must comply with certain reporting requirements specific to behavioral health services, which are summarized in this document. Hospitals are excluded from these reporting requirements as they already submit hospital cost reports.

**What is the purpose of these requirements?** MDHHS will use the reported information to:

- Support the annual calculation of Medicaid behavioral health comparison rates – these rates are available for use by contracted behavioral health providers (i.e., network providers), CMHSPs, and Prepaid Inpatient Health Plans (PIHPs) during rate negotiations. MDHHS first calculated these comparison rates in [2021](#) and anticipates providing annual updated comparisons rates every June.
- Understand provider costs associated with the delivery of Medicaid-funded behavioral health services – these services represent approximately 20 percent of all Medicaid-funded services in Michigan.

## Salary and Wage Survey

**Participants:** All behavioral health providers (contracted and CMHSPs, excludes hospitals)

**Data Collected:** Salary, wages, training, benefits, PTO, and turnover by staff type across all behavioral health services.

**Frequency:** Annual

**Release Date:** January 2022

**Due Date:** March 2022

**Time Period for Data Collection:** CY 2021 (January 1, 2021 to December 31, 2021)

## Contracted Behavioral Health Provider Service Expense Data Collection Tool

**Participants:** All contracted behavioral health providers with over \$1 million in Medicaid revenue in SFY 2021 (excludes CMHSPs and hospitals)

**Data Collected:** Provider service units, minutes and costs by type of behavioral health service (cost center). Costs include those related to direct care and supervisor staffing, employee-related expenses, transportation and administration. Providers with SFY 2021 Medicaid revenue between \$1 million and \$5 million may complete an abbreviated version of the Tool.

**Frequency:** Annual

**Release Date:** February 2022

**Due Date:** February 28, 2023

**Time Period for Data Collection:** SFY 2022 (October 1, 2021 to September 30, 2022)

## CMHSP Service Expense Data Collection Using the Standard Cost Allocation Model

**Participants:** All CMHSPs

**Data Collected:** Provider costs by type of behavioral health service (cost center), including costs related to direct care and supervisor staffing, employee-related expenses, transportation, and administration. This reporting includes use of a standard cost allocation model that supports consistency in reporting across CMHSPs.

**Frequency:** Annual

**Release Date:** December 2021

**Due Date:** February 28, 2023 (unless granted an extension by MDHHS)

**Time Period for Data Collection:** CY 2021 (January 1, 2021 to December 31, 2021)

**Questions?** Email Milliman, MDHHS' contractor for the above initiatives, at: BH.Provider.Survey@Milliman.com

**For more information and updates about these initiatives, visit [MDHHS' website](#).**