

**DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS**

1700 K STREET  
 SACRAMENTO, CA 95814-4037  
 TDD (916) 445-1942  
 (916) 322-7012

**ADP BULLETIN**

Title		Issue Date:	Issue No.
<b>Fiscal Year (FY) 1999-00 Negotiated Net Amount (NNA) and Drug Medi-Cal (DMC) Cost Report Forms and Instructions – Counties</b>		9-8-00	00-30
		Expiration Date:	
Deputy Director Approval	Function	Supersedes Bulletin/ADP Letter No.	
	[ ] Information Management		
	[ ] Quality Assurance		
	[ ] Service Delivery		
GLORIA J. MERK, II	[ x ] Fiscal		
Program Operations Division	[ ] Administration		

**PURPOSE**

The purpose of this bulletin is to transmit forms, instructions, and the PARADOX NNA and DMC cost report diskette for submission of each county's FY 1999-00 cost report. The due date for submission of the FY 1999-00 cost report is **Wednesday, November 1, 2000**.

**DISCUSSION**

Cost report training sessions were held in various counties during August 2000. For those counties that were not able to attend the cost report training sessions, enclosed is a FY 1999-00 Cost Report Training Binder as well as a diskette that contains many cost report forms (county worksheets and DMC forms on Excel format). Since the training sessions, some changes to the FY 1999-00 Cost Report Training Binder have been identified. The changes are identified on the attached Follow-up Issues and Corrections document.

The Paradox diskette is being mailed directly to the County Alcohol and Drug Program Administrator and not to the training participants (unless the participant is the County Alcohol and Drug Program Administrator).

**REFERENCES**

Fiscal detail, program cost summaries, year-end final claims, and the cost report reconciliation are required to be submitted as identified in the FY 1999-00 NNA/DMC contract.

## **HISTORY**

None

## **QUESTIONS/MAINTENANCE**

Please submit the cost report by **Wednesday, November 1, 2000**, to:

Fiscal Management Branch  
Department of Alcohol and Drug Programs  
1700 K Street, 4th Floor  
Sacramento, CA 95814-4037

Please include the name, telephone number, and facsimile transmission number of a contact person in case questions or further information are required.

If you have any questions regarding the completion or submission of your cost report, please contact the assigned Fiscal Management Branch analyst identified on Exhibit 14 (Page 333 of FY 1999-00 Cost Report Training Binder).

## **EXHIBITS**

Corrections to the FY 1999-00 Cost Report Training Binder:

- Exhibit 4 – County Worksheets – Summary Page 1 of 2 (Page 52)
- Exhibit 6 – FY 1999-00 Fiscal Data Entry Diskette User Instructions (Pages 145 through 161)
- Exhibit 7 – Checklist for Funding Requirements and Error Messages (Pages 174 and 175)
- Exhibit 12 – Instructions for Completing DMC Forms for Residential – Perinatal (Pages 290 and 291)
- Exhibit 14 – Fiscal Management Branch Analyst Listing (Page 333)

## **DISTRIBUTION**

County Alcohol and Drug Program Administrators (with corrections to Exhibits)  
Director's Advisory Council (DAC) (Bulletin only)  
Wagerman Associates, Inc. (Bulletin only)  
FY 1999-00 Cost Report Training Participants (with corrections to Exhibits)

---

