

DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS  
 1700 K STREET  
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## ADP BULLETIN

Title <b>Fiscal Year (FY) 1997-98 Negotiated Net Amount (NNA) and Drug/Medi-Cal (D/MC) Cost Report Forms and Instructions</b>		Issue Date: 10-8-98  Expiration Date:	Issue No. <b>98-52</b>
Deputy Director Approval  Original signed by: GLORIA J. MERK, II Program Operations Division	Function <input type="checkbox"/> Information Management <input type="checkbox"/> Quality Assurance <input type="checkbox"/> Service Delivery <input checked="" type="checkbox"/> Fiscal <input type="checkbox"/> Administration	Supersedes Bulletin/ADP Letter No.	

**PURPOSE**

The purpose of this bulletin is to transmit forms, instructions, and the PARADOX NNA and D/MC cost report diskette for submission of each county's Fiscal Year (FY) 1997-98 cost report. The hard copy documents are working papers to prepare the data for the PARADOX cost report diskette. Due to the delay of providing the cost report training, programming the PARADOX diskette, and issuing the final cost report forms and instructions, the due date for submission of the FY 1997-98 cost report forms and diskette is **Friday, December 4, 1998**.

**DISCUSSION**

The enclosed documents will provide assistance in completing the cost report diskettes. (See Enclosure Listing.) The Enclosure Listing also identifies which documents are to be returned with the PARADOX cost report diskette.

**REFERENCES**

Fiscal detail, program cost summaries, year-end final claims, and the cost report reconciliation are required to be submitted by the FY 1997-98 NNA contract, Article V, Reporting Requirements, Section B, Additional Reports and the FY 1997-98 D/MC contract, Article V, Invoice/Claim and Payment Procedures, Section C, Year-End Cost Settlement Reports and Performance Reports.

**HISTORY**

None.

**QUESTIONS/MAINTENANCE**

Please submit:

1. The required forms and PARADOX diskette by December 4, 1998, to:

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

2. 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 Enclosure M.

**EXHIBITS**

See Enclosure Listing.

**DISTRIBUTION**

County Alcohol and Drug Program Administrators  
Wagerman Associates, Inc.  
Director's Advisory Council (DAC)  
County Fiscal Representatives