CICP Provider Annual Compliance Audit Submission Requirements

To meet its fiduciary responsibility, the Department of Health Care Policy and Financing (Department) requires that participating providers submit a Provider Compliance Audit Report along with a Corrective Action Plan, when required, annually. The purpose of the provider audit is to furnish the Department with a report that attests to the provider's compliance with specified provisions of the CICP contract, regulations and manual.

The audit period is for one provider fiscal or calendar year or one state fiscal year (July 1 – June 30). If the provider has a change in fiscal year or changes from calendar year to state fiscal year for the reporting period, an explanation of the change must be submitted to the Department.

The provider will submit the Compliance Audit Report to the Department within six months of the completion of the annual financial audit report period. Providers must seek an extension of the audit deadline by written request. The request must include a reason for the request and the date the Compliance Audit Report will be completed. The request for an extension must be received by the Department at least 30 days prior to the provider's Compliance Audit Report due date.

Providers who exceed a 10% error ratio on eligibility and billing sections of the audit or who have audit findings that demonstrate significant evidence of failing to meet any attributes of the programmatic audit, are deemed out of compliance. Providers that are out of compliance must submit and implement a Corrective Action Plan (CAP). The CAP must be submitted to the Department along with the provider's Compliance Audit Report.

Additional requirements and details for submitting the annual Provider Compliance Audit and CAP are found in *Section III: Provider Audit,* of the *Fiscal Year 2010-11 CICP Manual.* The CICP Manual is located on the Department's website at: www.colorado.gov/cs/Satellite/HCPF/HCPF/1197969485674

Provider Annual Audit and CAP Submission Timeline

Audit Period	Request for Extension Due By	Audit & CAP Due
Jan 1 – Dec 31	May 31	**June 30**
Apr 1 – Mar 31	August 31	**September 30**
May 1 – Apr 30	September 30	**October 30**
Jun 1 – May 31	October 31	**November 30**
Jul 1 – Jun 30	November 30	**December 30**
Aug 1 – Jul 31	January 1	**February 1**
Oct 1 – Sep 30	February 28	**March 30**

Questions regarding the annual Compliance Audit requirements may be directed to Shirley Jones at Shirley.jones@state.co.us or 303-866-5506.