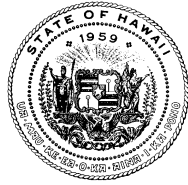


DAVID Y. IGE
GOVERNOR OF HAWAII



VIRGINIA PRESSLER, M.D.
DIRECTOR OF HEALTH

Telephone: 808-733-2135
Fax: 808-733-9841

In reply, please refer to:
File:

STATE OF HAWAII
DEPARTMENT OF HEALTH
DEVELOPMENTAL DISABILITIES DIVISION
COMMUNITY RESOURCES BRANCH
3627 KILAUEA AVENUE, ROOM 411
HONOLULU, HAWAII 96816

DDD Medicaid Waiver Program
Memo No.: 2016-08
Date: September 22, 2016

TO: I/DD Medicaid Waiver Program Providers

FROM: Debra Tsutsui, Branch Chief
Community Resources Branch

SUBJECT: Independent Audits

Providers that receive Medicaid payments totaling at least \$750,000 annually are required to complete an annual end-of-the-year audit conducted by an independent Certified Public Accountant (CPA). The Single Audit Act is a federal requirement for any organization that receives Medicaid funding and is not specific to the Medicaid Home and Community Based Waiver for Persons with Intellectual/Developmental Disabilities (hereafter the I/DD Waiver). The Centers for Medicare and Medicaid Services (CMS) mandates that the I/DD Waiver ensures Financial Accountability and states "HCBS waivers (like other Medicaid services) also are subject to requirements of the Single Audit Act (31 U.S.C.7501-7507) as amended by the Single Audit Act Amendments of 1996 (P.L. 104-156)."

We recommend that you consult with your accountant to determine whether the Single Audit Act requirement for the independent audit applies to your organization. For more information about the Single Audit Act, please refer to the Office of Management and Budget (OMB) Circular A-133 and the Compliance Supplement https://www.whitehouse.gov/omb/circulars_default/

If you are required to complete the audit by an independent CPA, please:

- Notify us by **October 7, 2016** with the date you anticipate submission of your audit report.
- The name and contact information of the independent CPA that will perform the audit.
- Email the information in the bullets above to doh.crbphao@doh.hawaii.gov. Upon submittal, we will provide instructions for submitting the completed audit report to the Developmental Disabilities Division/Community Resources Branch.

Thank you for your assistance. If you have questions, please contact Debra Tsutsui at 733-2135 or email to doh.crbphao@doh.hawaii.gov.

c: Mary Brogan, DDD
Vanessa Lau, DDD
Jon Fujii, DHS, MQD