



# Ohio Department of Mental Health

30 East Broad Street  
Columbus, Ohio 43215-3430

DATE: 3/16/07      NUMBER: C-03-07-01      ORIGINATOR & TITLE: Robin Gilbert, Acting Area Director: Southwest Ohio

OFFICE:  
Program and Policy Development

APPROVED BY:  
Leslie Brower, Acting , Deputy Director: Program and Policy Development  
Donald Anderson, Acting Director: ODMH

DISTRIBUTION:  
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SUBJECT:  
 Allocations     Certification     Critical Information     Licensure  
 MACSIS         Medicaid         MSPA                     Policy  
 Procedure       Other (specify):

TITLE OF CORRESPONDENCE:

Guidelines for State Fiscal Year 2008 Interim Mutual Systems Performance Agreement/Community Plan Survey.

CONTENT: The attached document is the Mutual Systems Performance Agreement Update for State Fiscal Year 2008. The document includes, outline of general parameters of the agreement, legal authority and responsibilities, other applicable requirements, funding, information and reporting requirements, planned services for SFY-'08, signature pages, assurances for Federal Block Grant, Title XX, Board Member Data Sheet, Client Rights and Grievances Report for SFY-'07 and Election of Distribution and In-Patient Bed Days.

REQUIRED ACTION:

Submission Requirements:

Each Board must complete the attached State Fiscal Year 2008 MSPA/CPS Update, including all attachments, and submit it via e-mail by [May 1, 2007](#) to the Board's Area Director. **It is also necessary to send by both mail and fax to the Board's Area Director a hard copy of all signature pages and a Board motion approving the MSPA/CPS signed by both the Board Executive Director and Board Chair.**

**Please note that the Planned Services Update will be completed in an electronic matrix. The individual completing the MSPA for the Board will fill out the matrix provided in this document as a "worksheet" then click on a link that will take them to an electronic matrix and transfer of**

**the data from the worksheet. Use of the electronic matrix is a preliminary trial to determine whether or not the next full MSPA/CPS survey can be completed in the same manner. If you have any difficulties or questions regarding the electronic matrix, please contact Carol Carstens at [carstenc@mh.state.oh.us](mailto:carstenc@mh.state.oh.us) .**

**Completed MSPA/CPS MUST be e-mailed electronically to the Area Directors' assistants:**

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**(Kathy Coate-Ortiz, NE)**

**(Carrol Hernandez, SE)**

DATES FOR REQUIRED ACTION: May 1, 2007

NAME, TELEPHONE NO., AND EMAIL OF CONTACT PERSON(S):

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