STEPS FOR STATE ASSISTANCE FUNDS

Counties that expend greater than 8% of their GRTL on Indigent Health Care services are eligible to apply for State Assistance Funds for expenditures above their 8%.

PROCEDURE:

1. Funds are for county-run programs only, not public hospitals or hospital districts.
2. Expenditures are reimbursable if they meet all of the following criteria:
   a. Paid for expenditures for CIHCP eligible residents
   b. Paid for CIHCP basic or department-approved optional health care services
   c. Paid according to the CIHCP payment standards
   d. Paid within the state fiscal year (09/01 to 8/31) for which state assistance funds are being requested
3. Reporting:
   a. Financial Reports (Form 105s) must be submitted for the all preceding months in the fiscal year, before requesting state assistance funds.
   b. Annual Report, Form 300, must be submitted in September, following the state’s fiscal year.
   c. Report the county’s general revenue tax levy (GRTL) to state comptroller’s office.
4. County’s notification procedure is to notify DSHS/Austin by telephone and/or e-mail within 7 days after the county has expended 6% of its GRTL.
5. Eligibility review at 6% spending level is conducted by HHSC for counties that have not been read in the past 3 years. HHSC will discuss details with county on dates, and required information.
6. Submit necessary information to show proof of fiscal year’s expenditures.
7. Counties must spend 8 percent of their general revenue tax levy before they are eligible for state assistance.
8. Counties notify by telephone or email HHSC when the county exceeds the 8% GRTL expenditure level.
9. Complete and Fax/E-mail Form 500 to receive reimbursements for expenditures above eight percent to 512-776-7203 or CIHCP@hhsc.state.tx.us
10. Call CIHCG to encumber funds and to obtain an encumbrance number

For more information regarding state funds, contact CIHCP at 512-776-6467