



OHIO AUDITOR OF STATE
KEITH FABER



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INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

Ohio Department of Medicaid
50 West Town Street, Suite 400
Columbus, Ohio 43215

We have performed the procedures enumerated below on the intermediate care facility for individuals with intellectual disabilities, Echoing Hills Village, Inc. DBA University Estates Group Home's (the ICF-IID) Medicaid ICF-IID Cost Report and Medicaid payments for the year ended December 31, 2019 and certain compliance requirements related to the Cost Report and Medicaid services, included in the information provided to us by the management of the ICF-IID. The ICF-IID is responsible for the Medicaid ICF-IID Cost Report for the year ended December 31, 2019 and certain compliance requirements related to the Cost Report and Medicaid services included in the information provided to us by the ICF-IID.

The Department of Medicaid and the Department of Developmental Disabilities have agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of providing assistance in the evaluation of the ICF-IID's Cost Report for the year ended December 31, 2019, and certain compliance requirements related to the Cost Report and Medicaid services. No other party acknowledged the appropriateness of the procedures. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of the report and may not meet the needs of all users of the report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes. The sufficiency of the procedures is solely the responsibility of the parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and the associated findings are as follows:

Occupancy and Usage

1. We footed the Total Facility Monthly Census reports. There were no computational errors.

We compared the number of Medicaid and non-Medicaid patient days from the Total Facility Monthly Census reports to *Schedule A-1, Summary of Inpatient Days*. There were no omitted days.

2. We selected all six residents' medical records for one month in 2019 and compared the total days of care with inpatient days reported on the Total Facility Monthly Census report and *Schedule A-1*. There were no omitted days.

Medicaid Paid Claims

1. We selected paid claims for one month from the Quality Decision Support System (QDSS) for the six residents selected in the Occupancy and Usage procedure and compared the reimbursed days to the days documented per the resident's medical records and to the payment adjustment requirements for resident's admission, discharge or death in the Ohio Admin. Code § 5123:2-7-15. There were no unsupported or unallowable reimbursed days.

Medicaid Paid Claims (Continued)

We compared the medical records and documentation of authorization for any bed hold days in excess of 30 in a calendar year and waiver respite days to the paid claims data. There were no bed hold days in excess of 30 days and no waiver respite days.

2. We compared the total number of reimbursed days per QDSS with the total Medicaid days on *Schedule A-1*. The reported days equaled paid days.

Revenue

1. We compared revenues on the General Ledger to *Attachment 1, Revenue Trial Balance* and the Appendix to Ohio Admin. Code § 5123-7-12, and CMS Publication 15-1. There were no variances.
2. We scanned the General Ledger for any revenue offsets or applicable credits which were not reported on *Attachment 2, Adjustments to Trial Balance; Schedule B-1, Other Protected Costs; Schedule B-2, Direct Care Cost Center; or Schedule C, Indirect Cost Care Center* to offset corresponding expenses with CMS Publication 15-1, Chapters 1, 6, and 8. There were no omitted revenue offsets/applicable credits.

Non-Payroll Expenses

1. We compared all non-payroll expenses on the Corporate and Athens County Regional Office General Ledgers to the Corporate and Athens County Regional Office worksheets and from the Regional Office worksheets and University Estates General Ledger to the Trial Balance and from the Trial Balance to *Schedule B-1, B-2 and C*. There were no variances.
2. We scanned the General Ledgers and selected 30 non-payroll expenses and 10 home office expenses from *Schedules B-1, B-2, and C* and compared supporting documentation to Ohio Admin. Code § 5123-7-12, the Cost Report Instructions for ICF-IID and CMS Publication 15-1 to confirm costs were properly allocated, classified, and allowable. There were no reclassifications between schedules exceeding \$500. There were variances for non-reimbursable costs as reported in the Appendix. We scanned the corresponding invoices and found no similar errors or misclassifications.
3. We compared the cost methodology used in the Corporate and Athens Regional Home Office's Allocation worksheets for *Schedules B-1, B-2 and C* and to Ohio Admin. Code § 5123-7-12 and CMS Publication 15-1, Section 2150. There were no variances.

Property

1. We compared the initial square footage and year of construction of the 57 University Estates Blvd facility from the Athens County Auditor's Property records and floor plans to *Attachment 9, Fair Rental Value Survey*. There were no differences.
2. We compared the project year and cost for the one renovation from the invoice to *Attachment 9, Log 2: Renovations Projects*. We also compared the type and cost of the addition to the Cost Report Instructions for ICF-IID. There were no variances.
3. We compared the year of initial construction and square footage of 36272 County Road 79 facility from Coshocton County Property tax records and construction invoices to *Attachment 9: Log 3: Secondary Buildings*. There were variances as reported in the Appendix.

We also compared the utilization percentage from the Home Office Allocation worksheets to *Attachment 9* and the Cost Report Instructions and CMS Publication 15-1. There were no variances.

Property (Continued)

4. We compared depreciation costs from the Fixed Asset, Depreciation and Amortization Schedule and the Home Office Allocation Worksheets to *Schedule D, Capital Cost Center*, the Cost Report Instructions and CMS Publication 15-1. There were no variances.

We selected one capital asset each from both accounts 8040 and 8090 which were being depreciated in the first year. We recalculated the first year's depreciation for the two assets selected, based on the Cost Report instructions and useful lives prescribed in the 2018 American Hospital Association (AHA) Asset Guide and Appendix A of Ohio Admin. Code § 5123:2-7-18.

We compared the recalculated depreciation to the reported depreciation and found a variances resulting in decreased costs as reported in the Appendix.

Payroll

1. We compared all salary, fringe benefits, hours worked and payroll tax entries from the General Ledger and Home Office Allocation reports to *Schedule B-1, B-2 and C* and *Schedule C-1, Administrator's Compensation*. There were no variances resulting in decreased costs.
2. We selected a sample of five employees and the two contracted individual reported on *Schedule B-2, Schedule C* and *C-1*. We compared the organizational chart, job descriptions, monthly PayStub reports, contracts and contractor's monthly invoices to the General Ledger and from the General Ledger to the schedule in which each individual's salary and fringe benefit or contract costs were reported. We compared the payroll costs to Ohio Admin. Code § 5123:2-7 and to CMS Publication 15-1, Chapter 9 and Section 2150. There were no variances.

We were engaged by the Ohio Department of Medicaid to perform this agreed-upon procedures engagement and conducted our engagement in accordance with the attestation standards established by the AICPA. We were not engaged to, and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the ICF-IID's Medicaid ICF-IID Cost Report and compliance with certain laws and regulations. Accordingly, we do not express an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the ICF-IID and to meet our ethical responsibilities, in accordance with the ethical requirements established by the AICPA related to our agreed upon procedures engagement.



Keith Faber
Auditor of State
Columbus, Ohio

March 9, 2022

Appendix
Echoing Hills Village, Inc. DBA University Estates Group Home
Medicaid ICF-IID Cost Report Adjustments

	Reported Amount	Correction	Corrected Amount	Explanation of Correction
Schedule B-2 Direct Care Cost Center				
40. Employee Fringe Benefits - Direct Care - 6535 - Other/Contract Wages (2)	\$ 61,575	\$ (462)	\$ 61,113	To reclassify gift costs to Non-federal reimbursable
Schedule C Indirect Care Cost Center				
48. Home Office Costs/Indirect Care ** - 7310 - Other/Contract Wages (2)	\$ 45,524	\$ (79)	\$ 45,445	To reclassify entertainment costs to Non-federal reimbursable
68. Other Non-Reimbursable - Specify Below - 9725 - Other/Contract Wages (2)	\$ 369	\$ 541	\$ 910	To reclassify costs to Non- federal reimbursable
Schedule D Capital Cost Center				
10. Home Office Costs/Capital Cost ** - 8090 - Total (3)	\$ 5,583	\$ (5)	\$ 5,578	To reduce depreciation costs for capital asset with longer useful life per Hospital Guide.
Attachment 9, Fair Rental Value Survey				
Fair Rental Value Log 3: Secondary Buildings				
1. Home Office/Record Storage: Total Square Footage	3,510	146	3,656	To agree secondary building square footage to property records

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ECHOING HILLS VILLAGE, INC. DBA UNIVERSITY ESTATES GROUP HOME

ATHENS COUNTY

AUDITOR OF STATE OF OHIO CERTIFICATION

This is a true and correct copy of the report, which is required to be filed pursuant to Section 117.26, Revised Code, and which is filed in the Office of the Ohio Auditor of State in Columbus, Ohio.



Certified for Release 3/29/2022

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This report is a matter of public record and is available online at
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