



October 25, 2021

RE: Medicaid Ground Emergency Medical Transportation Cost Report Contractor Procedures

Dear Provider Contact:

The Missouri HealthNet Division (MHD) has contracted with Myers and Stauffer LC (MSLC), a certified public accounting firm, to serve as its Medicaid Ground Emergency Medical Transportation (GEMT) cost report contractor. Outlined below are the procedures to submit the Medicaid cost report and supporting documentation to MSLC.

Medicaid GEMT Cost Report Filing Procedures – SFY 2021

The due date for the July 1, 2020 to June 30, 2021 (SFY 2021) cost report is November 30, 2021. The GEMT cost report file and related required supporting documentation should be uploaded to the Myers and Stauffer cost report web portal, MOcostreports.mslc.com. In order to allow MSLC to complete the required reconciled cost settlement review, you are required to provide supporting documentation to support the amounts reported on your SFY 2021 cost report. Please refer to **Attachment A** for a list of required submission items. These are the items deemed necessary to make a final cost settlement determination for your provider.

Upon receipt of the GEMT cost report submission items, MSLC will send you an e-mail either confirming your submission is complete or requesting additional documentation.

Medicaid Management Information System (MMIS) Data

For the SFY 2021 cost report period, the MMIS transportation data will be made available for the providers to download from the web portal. The data will be found under the “MMIS Data” event. This data does not replace the requirement for providers to submit support for all transports dispatched and/or serviced during the cost report period. Providers are to continue to submit support for all transports reported on Schedule 9.

Web Portal

Since this is a secure web portal, you must register to obtain access to the system, if you are not already registered. Please refer to **Attachment B** for the web portal registration form. Once your registration form has been submitted, MSLC will contact you with your log in information, as well as instructions for using the web portal.

If any additional contacts will require access to the Missouri cost report web portal, please complete the web portal access form. If any contacts need to be removed from the listing, please email MOGEMT@mslc.com.

Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Funding

At this time, if you received funds from the CARES Act, it is requested the payment be individually reported/identified on Schedule 8, Area C, Other Revenue/Funding Sources. If further guidance and/or regulations are issued by CMS regarding the treatment of these funds, a proposed

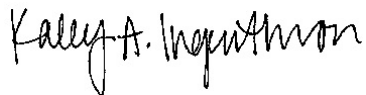
adjustment may occur during the review process to update the cost report to be in compliance with the guidance and/or regulations.

Cost Report Review Procedures

MSLC is responsible for the review of the Missouri Medicaid GEMT cost reports. Be advised that all additional requests and questions will come from MSLC personnel. An adjusted GEMT cost report and adjustment report will be provided to you for review upon completion of the cost reconciliation process.

If you have any questions regarding this letter, please contact Myers and Stauffer, LC at the email address MOGEMT@mslc.com or by phone at (800) 374-6858. Thank you for your cooperation in providing this information.

Sincerely,



Kaley Ingenthron