

STATE OF CONNECTICUT
DEPARTMENT OF DEVELOPMENTAL SERVICES

To: Executive Management Team
Regional Directors
Assistant Regional Directors
Self-Determination Directors
Quality Improvement Directors
Resource Administrators

From: Kathryn du Pree, Deputy Commissioner 

Date: June 16, 2008

Re: Revised Procedure PR012: Fiscal Intermediary Contract Management

Attached is a copy DDS's revised procedure:

I.C.2. PR 012 Fiscal Intermediary Contract Management

Issued April 9, 2009 and effective January 1, 2009

The revised procedure outlines changes to the process for providing program funds to Fiscal Intermediaries and reconciliation of these funds.

The procedure should be shared with those who have responsibility and oversight for program funds payments to Fiscal Intermediaries. Regional staff have participated in the changes to this procedure.

Please ensure that a copy of the revised procedure I.C.2 PR012 is filed in the DDS Manual Part I, Service Delivery: Section C, Services and Supports; Sub Section: Individual Support Procedures. Please remove the existing procedure PR 012.

If you have any question, please contact Mickey Verno at (860) 418-6140 or e-mail at Michael.Verno@ct.gov.