



STATE OF WASHINGTON
HEALTH CARE AUTHORITY

626 8th Avenue, SE • P.O. Box 45530 • Olympia, Washington 98504-5530

January 14, 2013

TO: All Local Health Jurisdiction Medicaid Administrative Match Contractors

FROM: Alan Himsl, Medicaid Outreach Unit Supervisor
Community Services Section
Division of Health Care Services 

SUBJECT: Health Care Authority (HCA) Medicaid Administrative Match (MAM) Program Contract Compliance Requirement

One of the ongoing requirements of the Medicaid Administrative Match (MAM) Interlocal Agreement between your agency and HCA includes a requirement that you forward copies of OMB Circular A-133 Single Audits. Per the General Terms and Conditions of your MAM Interlocal Agreement, you are required to submit the following:

- **Single Audit Act Compliance.** If the Contractor is a sub-recipient and expends \$500,000 or more in federal awards from any and/or all sources in any fiscal year, the Contractor shall procure and pay for a single audit or a program-specific audit for that fiscal year. Upon completion of each audit, the Contractor shall:
 - Submit to the HCA contact person the data collection form and reporting package specified in OMB Circular A-133, reports required by the program-specific audit guide (if applicable), and a copy of any management letters issued by the auditor;
 - Follow-up and develop corrective action for all audit findings; in accordance with OMB Circular A-133, prepare a "Summary Schedule of Prior Audit Findings."

Please forward via email to Larry Linn at larry.linn@hca.wa.gov by February 14, 2013, copies of A-133 audits completed in 2012.

As noted above, this is an ongoing contract requirement. In future years, please submit copies of these documents as soon as possible.

If you believe your agency is exempted from the OMB Circular A-133 Single Audit requirement, please email Larry Linn at larry.linn@hca.wa.gov by February 14, 2013 and attach a signed letter that cites the clause in the OMB Circular A-133 you believe exempts your agency from the requirement.

If you have any questions concerning this matter please contact Larry Linn at 360-725-1970.

cc: Larry Linn, Medical Assistance Program Specialist, DHS, HCA
Jennifer Inman, Medical Assistance Program Specialist, DHS, HCA
Todd Slettvet, Community Services Manager, DHS, HCA
Annette Rumsey, Risk Manager/Internal Auditor, LAS, HCA