**Prevention and Health Promotion Administration**

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HEALTH OFFICER MEMORANDUM

**DATE**: December 17, 2012 CCPC HO Memo#12-44

**TO**: Health Officers

 CRF CPEST Program Directors, Coordinators, and Staff

 SAHC CRF Program Directors, Coordinators, and Staff

**FROM**: Diane M. Dwyer, M.D., Medical Director

 Center for Cancer Prevention and Control

**RE**: **Contract Template for CRFP Hospital/Ambulatory Surgical Facility Service Contracts, December 2012**

Attached is a new Hospital template that includes language for Ambulatory Surgical Facilities. This template includes language consistent with policy changes for colonoscopy reimbursement rates as provided in Health Officer Memo #12-22.

In June 2006 (Health Officer Memo #06-26), we provided templates for fee-for-service contracts for CRFP Provider, Hospital, Laboratory, and Pharmacy providers, and on March 9, 2011 (Health Officer Memo #11-18) we provided an additional template for Endoscopy Providers. The attached Hospital/Ambulatory Surgical Facility contract template replaces the Hospital template provided in HOM #06-26 and is consistent with Health Officer Memo #12-22.

**Please note Part I., L. which has been approved by the Maryland Health Services Cost Review Commission (MHSCRC) and reads:**

“\*\***For services that are regulated by the Maryland Health Services Cost Review Commission (MHSCRC)**: Bill the LHD for one or more of the services listed in Part I, Section C. above, at the rate approved for the Contractor by the MHSCRC.

The hospital will charge the program the full MHSCRC regulated rate for the colonoscopy procedure. Any remaining balance between the HSCRC regulated rates and the LHD payment shall be treated pursuant to the hospital’s charity care policy, or be considered a “contractual allowance,” in accordance with HSCRC regulations and policy.”

Please also note that the attachment is a *template* and that the numbers referred to are the section numbers in the template. If you modify, delete, or add section numbers, please make sure that the correct sections are referred to in your contracts and their attachments. Please remove the Instructions at the top of the template document and the asterisks, etc. before finalizing a contract.

Please contact Barbara Andrews at 410-767-5123 or me at 410-767-5088 for any questions.

Attachment (e-mailed to Health Officers, CRF-CPEST Program Coordinators)

cc: Michelle Spencer

 Donna Gugel

 Kelly L. Sage

 Courtney Lewis

 Sarah Hokenmaier

 File