

Revised Exhibit C
Required Reports

	Required Reports	Due Date	Methods of Submission of Reports	Recipient
1.	Response to Monitoring Reports and Corrective Action Plans	Within 10 business days from the day the report is received	1 (Electronic Submission via E-mail)	ME staff member issuing CAP
2.	External Quality Assurance Reviews, Monitoring Reports, Surveys and Corrective Actions, as applicable	As requested by the CQI Department or other Thriving Mind staff	1 (Electronic Submission via E-mail)	ME staff member requestor
3.	Memorandum of Understanding (MOU) with a Federally Qualified Health Center (FQHC) or Federally Qualified Health Centers are required to submit policies and procedures that explain the access to primary care services to the medically underserved behavioral health client	Within 90 calendar days of the effective date of the contract between the ME and the Network Provider (for newly executed MOU's); Within 30 calendar days for renewed MOU's; Updates to P&P for FQHC's shall be submitted within 30 calendar days of adoption	Upload into Carisk	ME Contract Manager
4.	Sliding Fee Scale [reflecting the uniform schedule of discounts referenced in 65E-14.018(4)]	Prior to contract execution	1 (Electronic Submission via E-mail)	ME Contract Manager
5.	Final FY 2025-2026 (1) Projected Cost Center Operating and Capital Budget, (2) Budget Narrative, (3) Network Providers Agency Service Capacity Report, (4) Cost Center Personnel Detail Report	Submitted annually prior to contract execution. Submit updates within 30 calendar days of execution of an amendment to the contract affecting the budget.	1 (Electronic Submission via E-mail)	1. ME Contract Manager 2. ME VP of Finance
6.	Program Description (1) Organizational Profile (2) Service Activity Description (3) Supplemental Program Description(s)	Annually, prior to contract execution. Submit updates within 30 calendar days of amendment	1 (Electronic Submission via E-mail)	1. ME Contract Manager 2. ME VP of Behavioral Health
7.	Affidavit Regarding Debarment	Annually prior to contract execution, or as requested by the Contract Manager	1 (Electronic Submission via E-mail)	ME Contract Manager

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8.	Affidavit of Employment Eligibility in accordance with 448.095, FS	Annually, prior to contract execution.	1 (Electronic Submission via E-mail)	ME Contract Manager
9.	Designation of Dispute Resolution Officer	No later than five (5) working days of contract execution	1 (Electronic Submission via E-mail)	ME Contact Manager
10.	Incident Report	Reporting will occur in accordance with CFOP 215-6 and in Ch.65D-30.004, Florida Administrative Code, Common Licensing Standards. All critical incidents must be entered into IRAS within twenty-four (24) hours of the incident occurring. In addition, reportable incidents defined in CFOP 180-4 as and as directed in Attachment I of this contract must be reported.	Submission through IRAS. IRAS reporting process does not replace the reporting of incidents to other entities as required by statute, rules or operating procedure	Submission through IRAS. IRAS reporting process does not replace the reporting of incidents to other entities as required by statute, rules or operating procedure
11.	Acute Care Service Utilization Reporting for Public Receiving Facilities, Detoxification and Addiction Receiving Facilities.	Real-time/Daily data submission as mandated by subsection 394.9082(10), Florida Statutes	CARISK Express Acute Care System	CARISK Express Acute Care System
12.	Monthly Data Required by DCF FASAMS PAM 155-2	Non-prevention service data shall be submitted electronically to Carisk. Prevention service data shall be submitted electronically to PBPS no later than the 4th of each month following the month of service.	CARISK, PBPS, or other data system designated by the ME or the Department	CARISK, PBPS, or other data system designated by the ME or the Department
13.	ADA Client Communication Assessment Auxiliary Aid Service Record Monthly Summary Report (Applicable to agency's that employ fifteen (15) or more employees)	By the 4th business day following the reporting month	Carisk	https://fs16.formsite.com/DCFTraining/Monthly-Summary-Report/form_login.html
				Confirmation E-mail to the ME Contract Manager

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14.	Monthly Service Invoice	Monthly, by the eighth (8th) calendar day after the month of service	Carisk	Carisk
15.	Invoice Review Supporting Documentation	Submitted with the monthly invoice, as appropriate, and/or as requested by Thriving Mind staff For Prevention Services Providers: Invoice Review Supporting Documentation - from PBPS in a jpeg format	Carisk	As requested by ME staff or Carisk
16.	Final Invoice	By July 20 of each fiscal year and/or 20 days after contract end date	Carisk	Carisk
17.	Exhibit AC, Monthly Care Coordination Report Narrative and Chart	Monthly by the 5th calendar day after the month of service	Carisk	ME Care Coordinator
18.	Provider Tangible Property Inventory Form/Report	08/05/2025	Carisk	ME Contract Manager
19.	Attestation of Network Provider's Verification that all applicable employees and subcontractors with access to ME and/or DCF information systems have signed a DCF Security Agreement Form	08/05/2025	Carisk	ME Contract Manager
20.	Civil Rights Compliance Checklist (CF0946)	08/05/2025	Carisk	ME Contract Manager
21.	Civil Rights Certificate (CF707)	08/05/2025	Carisk	ME Contract Manager
22.	Client Trust Fund Letter	08/05/2025	Carisk	ME Contract Manager

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23.	Quality Assurance/Quality Improvement Plan	08/05/2025	Carisk	ME Continuous Quality Improvement Manager
24.	Attestation signed by the CEO/Executive Director indicating that all applicable staff funded by this Contract have received a copy of the fully executed Contract and will receive a copy of any amendments made to this Contract.	10/07/2025	Carisk	ME Contract Manager
25.	NVRA Voter Registration Agencies Monthly Activities Report Form (DS-DE131; effective 01/2012 or latest revision thereof, if applicable)	Monthly by the 8 th for the previous month	Carisk	Carisk
26.	Quarterly Financial Statements (Balance Sheet and Statement of Activity)	October 31, 2025 (Period: 07/01/25 - 09/30/25) January 31, 2026 (Period: 10/01/25 - 12/31/25) April 30, 2026 (Period: 01/01/26 - 03/31/26) July 31, 2026 (Period: 04/01/26 - 06/30/26)	Carisk	ME VP of Finance
27.	Attestation indicating the filing of Form 941 and payment of any taxes due to the IRS have been paid.	October 31, 2025 (Period: 07/01/25 - 09/30/25) January 31, 2026 (Period: 10/01/25 - 12/31/25) April 30, 2026 (Period: 01/01/26 - 03/31/26) July 31, 2026 (Period: 04/01/26 - 06/30/26)	Carisk	ME VP of Finance
28.	Continuous Quality Improvement Updates	January 31, 2026 (Period: 07/01/25 - 12/31/25) July 31, 2026 (Period: 01/01/26 - 06/30/26)	Carisk	ME Continuous Quality Improvement Manager
Year-End Financial Reports for Network Provider's <u>Not</u> Requiring Audits Per Attachment II				
29.	Certification indicating that recipient expended less than \$750,000 in Federal Awards or in State Awards during the fiscal year	Due 180 days after the end of the Network Provider's fiscal year or within 30 days (federal) or 45 (state) of the recipient's receipt of the audit report, whichever occurs first, directly to each of the following unless otherwise	Carisk	ME VP of Finance

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		required by Florida Statutes The schedule shall be based on revenues and expenditures recorded during the state's fiscal year.		
30.	Schedule of State Earnings – Form CF-MH 1034 Reference Material Home - Florida Administrative Rules, Law, Code, Register - FAC, FAR, eRulemaking (flrules.org)	Due 180 days after the end of the Network Provider's fiscal year or within 30 days (federal) or 45 (state) of the recipient's receipt of the audit report, whichever occurs first, directly to each of the following unless otherwise required by Florida Statutes The schedule shall be based on revenues and expenditures recorded during the state's fiscal year.	Carisk	ME VP of Finance
31.	Actual Expenses & Revenues Schedule – Form CF-MH 1037 Reference Material Home - Florida Administrative Rules, Law, Code, Register - FAC, FAR, eRulemaking (flrules.org)	Due 180 days after the end of the Network Provider's fiscal year or within 30 days (federal) or 45 (state) of the recipient's receipt of the audit report, whichever occurs first, directly to each of the following unless otherwise required by Florida Statutes The schedule shall be based on revenues and expenditures recorded during the state's fiscal year.	Carisk	ME VP of Finance
32.	Local Match Calculation Form – Template 9 - Department of Children and Families form, available at the following website: Managing Entities Florida DCF (myflfamilies.com)	Due 180 days after the end of the Network Provider's fiscal year or within 30 days (federal) or 45 (state) of the recipient's receipt of the audit report, whichever occurs first, directly to each of the following unless otherwise required by Florida Statutes The schedule shall be based on revenues and expenditures recorded during the state's fiscal year.	Carisk	ME VP of Finance
33.	Match Plan – Local Match Calculation	October 31, 2025 (Period: 07/01/25 - 09/30/25) January 31, 2026 (Period: 10/01/25 - 12/31/25) April 30, 2026 (Period: 01/01/26 - 03/31/26) July 31, 2026	Carisk Portal	Carisk Portal

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		(Period: 04/01/26 - 06/30/26)		
34.	Schedule of Bed-Day Availability Payment – Form CF-MH 1036 Reference Material Home - Florida Administrative Rules, Law, Code, Register - FAC, FAR, eRulemaking (flrules.org)	Due 180 days after the end of the Network Provider's fiscal year or within 30 days(federal) or 45 (state) of the recipient's receipt of the audit report, whichever occurs first, directly to each of the following unless otherwise required by Florida Statutes The schedule shall be based on revenues and expenditures recorded during the state's fiscal year.	Carisk	ME VP of Finance
35.	Agency Prepared Financial Statements (Balance Sheet and Statement of Activity)	Due 180 days after the end of the Network Provider's fiscal year or within 30 days(federal) or 45 (state) of the recipient's receipt of the audit report, whichever occurs first, directly to each of the following unless otherwise required by Florida Statutes The schedule shall be based on revenues and expenditures recorded during the state's fiscal year.	Carisk	ME VP of Finance
Year-End Financial Reports for Network Provider's Requiring Audits Per Attachment II				
36.	Correspondence from the Auditor showing proof of submission of the Audit Report and Management Letter to the Network Provider.	Due 180 days after the end of the Network Provider's fiscal year or within 30 days (federal) or 45 (state) of the recipient's receipt of the audit report, whichever occurs first, directly to each of the following unless otherwise required by Florida Statutes The schedule shall be based on revenues and expenditures recorded during the state's fiscal year.	Carisk	ME VP of Finance
37.	Management letter addressed to the Network Provider issued by the Auditor	Due 180 days after the end of the Network Provider's fiscal year or within 30 days(federal)	Carisk	ME VP of Finance

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		or 45 (state) of the recipient's receipt of the audit report, whichever occurs first, directly to each of the following unless otherwise required by Florida Statutes The schedule shall be based on revenues and expenditures recorded during the state's fiscal year.		
38.	Financial & Compliance Audit to include the necessary schedules per Attachment II	Due 180 days after the end of the Network Provider's fiscal year or within 30 days (federal) or 45 (state) of the recipient's receipt of the audit report, whichever occurs first, directly to each of the following unless otherwise required by Florida Statutes The schedule shall be based on revenues and expenditures recorded during the state's fiscal year.	Carisk	ME VP of Finance
39.	Schedule of State Earnings – Form CF-MH 1034 Reference Material Home - Florida Administrative Rules, Law, Code, Register - FAC, FAR, eRulemaking (flrules.org)	Due 180 days after the end of the Network Provider's fiscal year or within 30 days(federal) or 45 (state) of the recipient's receipt of the audit report, whichever occurs first, directly to each of the following unless otherwise required by Florida Statutes The schedule shall be based on revenues and expenditures recorded during the state's fiscal year.	Carisk	ME VP of Finance
40.	Schedule of Related Party Transaction Adjustments – Form CF-MH 1035 Reference Material Home - Florida Administrative Rules, Law, Code, Register - FAC, FAR, eRulemaking (flrules.org)	Due 180 days after the end of the Network Provider's fiscal year or within 30 days (federal) or 45 (state) of the recipient's receipt of the audit report, whichever occurs first, directly to each of the following unless otherwise required by Florida Statutes The schedule shall be based on revenues and expenditures recorded during the state's fiscal year.	Carisk	ME VP of Finance

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41.	<p>Local Match Calculation Form Template 9 - Department of Children and Families form, available at the following website:</p> <p>Managing Entities Florida DCF (myflfamilies.com)</p>	<p>Due 180 days after the end of the Network Provider's fiscal year or within 30 days (federal) or 45 (state) of the recipient's receipt of the audit report, whichever occurs first, directly to each of the following unless otherwise required by Florida Statutes. The schedule shall be based on revenues and expenditures recorded during the state's fiscal year.</p>	Carisk	ME VP of Finance
42.	Match Plan – Local Match Calculation	<p>October 31, 2025 (Period: 07/01/25 - 09/30/25) January 31, 2026 (Period: 10/01/25 - 12/31/25) April 30, 2026 (Period: 01/01/26 - 03/31/26) July 31, 2026 (Period: 04/01/26 - 06/30/26)</p>	Carisk Portal	Carisk Portal
43.	<p>Actual Expenses & Revenues Schedule – Form CF-MH 1037</p> <p>Reference Material Home - Florida Administrative Rules, Law, Code, Register - FAC, FAR, eRulemaking (flrules.org)</p>	<p>Due 180 days after the end of the Network Provider's fiscal year or within 30 days (federal) or 45 (state) of the recipient's receipt of the audit report, whichever occurs first, directly to each of the following unless otherwise required by Florida Statutes. The schedule shall be based on revenues and expenditures recorded during the state's fiscal year.</p>	Carisk	ME VP of Finance

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44.	<p>Schedule of Bed-Day Availability Payments – Form CF-MH 1036</p> <p>Reference Material Home - Florida Administrative Rules, Law, Code, Register - FAC, FAR, eRulemaking (flrules.org)</p>	<p>Due 180 days after the end of the Network Provider’s fiscal year or within 30 days (federal) or 45 (state) of the recipient’s receipt of the audit report, whichever occurs first, directly to each of the following unless otherwise required by Florida Statutes</p> <p>The schedule shall be based on revenues and expenditures recorded during the state's fiscal year.</p>	Carisk	ME VP of Finance
Recovery Oriented System of Care (Exhibit BH)				
45.	<p>Updates to Action Plans for the:</p> <ol style="list-style-type: none"> 1. Self-Assessment/Planning Tool for Implementing Recovery Oriented Services (SAPT) 2. Recovery Self-Assessment -R (RSA) 	08/05/2025	Carisk	ME Peer Services Manager
46.	<p>For Network Providers who deliver client-specific services:</p> <ol style="list-style-type: none"> 1. Complete the Recovery Management Curriculum Modules 1-7 on Recovery Management Best Practices 2. Submit attestation of training completion (Exhibit BH, Appendix I) 	<p>Annually by September 30th</p> <p>September 30, 2025</p>	<p>Upload into Carisk only applies to the submission of the attestation of completion of training</p>	<p>ME Peer Services Manager</p> <p>CQI Specialist</p>

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47.	Data Collection (Survey) for the following: 1. Self-Assessment/Planning Tool for Implementing Recovery Oriented Services (SAPT) 2. Recovery Self-Assessment Person in Recovery, Provider version, and 3. Where applicable Family Member/Significant Other version for implementing Recovery Oriented Service	The surveys are conducted every other year. These surveys are not required in FY 2025-26	As directed by the ME	As directed by the ME
Reports Required for Children's Mental Health Providers, as applicable (Exhibit S)				
48.	Children's Crisis Response Team (CCRT)	Monthly Census Report by the 15th of every month following the month of service	Carisk	ME Children's System of Care Manager
Reports Required for Behavioral Health Network (BNet) Provider (Exhibit BH)				
49.	Alternative Services Provision Documentation (Other than Pharmaceuticals)	Within 15 calendar days after end of month	Carisk	Carisk ME BNet Coordinator Children's Mental Health State Program Office
50.	Alternative Services Provision Documentation (Pharmaceuticals only)	Within 15 calendar days after end of month	Carisk	Carisk ME BNet Coordinator Children's Mental Health State Program Office
51.	Statement of Program Cost	September 1 st following close of the contract year (June 30)	Upload into Carisk	Carisk ME BNet Coordinator Children's Mental Health State Program Office
Reports Required for Project for Assistance in Transition from Homelessness (PATH) Providers (Exhibit X)				
52.	PATH Monthly Report (generated from the HMIS system)	Monthly, by the 5th calendar day after the month of service	Carisk	ME Housing Coordinator

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53.	PATH Monthly Client Tracker	Monthly by the 10th calendar day after the month of service	Carisk	ME Housing Coordinator
54.	PATH Annual Data Report into the PATH Data Exchange (PDX) data system	No later than November 17th	PDX	https://pathpdx.samhsa.gov/
Reports Required for Adult Mental Health Providers, as applicable (Exhibit L)				
55.	Assisted Living Facility with a Limited Mental Health License Client Quarterly Report	Provider to Maintain the Report on file and submit upon Request by ME staff October 6, 2025 (Period: 07/01/25 - 09/30/25) January 6, 2026 (Period: 10/01/25 - 12/31/25) April 7, 2026 (Period: 01/01/26 - 03/31/26) July 7, 2026 (Period: 04/01/26- 06/30/26)	Carisk	ME Housing Coordinator
Report Required for Florida Assertive Community Treatment (FACT) Providers (Exhibit AF)				
56.	Contact Information for the: 1. Psychiatrist or Psychiatric APRN 2. Administrative Supervisor	Within thirty (30) calendar days of contract execution.	Upload into Carisk	ME Adult System of Care Specialist
57.	Monthly FACT Staff Census Report (Vacant Position Report)	Monthly by the 15th of each month following the month of service	Carisk	ME Adult System of Care Manager
58.	FACT Individual Served Census Report	Monthly by the 8th of each month following the month of service	Upload into Carisk	ME Adult System of Care Specialist
59.	FACT Report (Template 29) Link to Template 29 (FY25-26 ME Templates): Managing Entities Florida DCF (myflfamilies.com)	October 15, 2025 (Period: 07/01/25 - 09/30/25) January 16, 2026 (Period: 10/01/25 - 12/31/25) April 15, 2026 (Period: 01/01/26 - 03/31/26) July 15, 2026 (Period: 04/01/26- 06/30/26)	Carisk	ME Adult System of Care Manager

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60.	FACT Outcomes Measures	Monthly by the 10th of each month following the month of service	Carisk	ME Adult System of Care Manager
Report Required for Miami-Dade Forensic Alternative (MDFAC) Provider (Exhibit AG)				
61.	MDFAC Daily Census Report	– Monthly by the 10th following the month of service	Carisk	ME VP of Behavioral Health Services
62.	MDFAC Monthly Program Quality Review Tracking Report	By the 15th of each month following the month of services	Carisk	ME VP of Behavioral Health Services
63.	MDFAC Monthly Performance Measures Report	By the 15th of each month following the month of services	Carisk	ME VP of Behavioral Health Services
Reports Required for Forensic Services Providers (Exhibit V and Exhibit AR)				
64.	Quarterly Forensic Mental Health Services Report (Report for Individuals on Conditional Release) - Template 22 Managing Entities Florida DCF (myflfamilies.com) Exhibit AR	Quarterly following the quarter of services October 10 January 10 April 10 August 1	Carisk	1. Mental Health Administrator Office 2. ME Adult System of Care Manager
65.	Quarterly Forensic Diversion Report – Template 23 Managing Entities Florida DCF (myflfamilies.com) Exhibit AR	Quarterly following the quarter of services October 10 January 10 April 10 August 5	Carisk	ME Adult System of Care Manager
66.	Quarterly Diversion Report Exhibit V Exhibit AR	Quarterly following the quarter of services October 10 January 10 April 10 August 5	Carisk	ME Adult System of Care Manager

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67.	Quarterly Community Forensic Beds Report – Template 33 Managing Entities Florida DCF (myflfamilies.com) Exhibit V	Quarterly following the quarter of services October 10 January 10 April 10 August 5	Carisk	ME Adult System of Care Manager
Reports Required for Forensic Multidisciplinary Team Provider (Exhibit AT)				
68.	Monthly Forensic Multidisciplinary Team Report – DCF Template 25 (FY25-26 ME Templates): Managing Entities Florida DCF (myflfamilies.com)	By 10th of each quarter for the preceding month's services	Carisk	1. ME Adult System of Care Specialist 2. ME Contract Manager
69.	Monthly Court Reports	By 10th of each month for the preceding months' services	As arranged with the Court and the Forensic Team at Community Health of South Florida	1. Court 2. Forensic Team at Community Health of South Florida, Inc.
Reports Required for Consumer-Driven Agencies (Drop-In Centers and Clubhouses)				
70.	Average Daily Census Form	By the 15th of each month for the previous month	Carisk	ME Peer Services Manager
Reports Required for Block Grant Substance Abuse Services Providers				
71.	Report for HIV Early Intervention Services, SAPT Block Grant Set Aside Funded Services Only (Exhibit AB)	January 6, 2026 (Period: 07/01/25 - 12/31/25) July 7, 2026 (Period: 01/01/26- 06/30/26)	Carisk	ME Contract Manager
72.	Annual Report for Evidenced-based Injection Drug User Outreach Services, SAPT Block Grant Mandate, Designated Providers Only	Upon Request	Carisk	ME IT and Data Coordinator
73.	Annual Report for Pregnant Women and Women with Dependent Children SAPT Block Grant Set Aside Funded Services Only	Upon Request	Carisk	ME IT and Data Coordinator

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Reports Required for State Opioid Response Discretionary Grant Providers (Exhibit BD)				
74.	Monthly – Template 34 (Applicable only to Hospital Bridge, Recovery Community Organizations, Behavioral Health Consultants)	Due monthly, by the 10th of every month following the month of service	Carisk	1. ME Peer Services Manager - Hospital Bridge Report 2. ME Peer Services Manager - Recovery Community Organization Report 3. ME Child Welfare Integration Coordinator - Behavioral Health Consultant Report
75.	SOR Mid-Year Report	Mid-year report due April 20th for reporting period September 30-March 31. Data should be entered on or before April 10th.	Data must be entered in Carisk/FASAMS and WITS by the 10th to ensure accurate reporting.	Data must be entered in Carisk/FASAMS and WITS by the 10th to ensure accurate reporting.
76.	Annual Performance Report	Annual performance report due December 20th for a reporting period September 30-September 29. Data should be entered on or before December 10th.	Data must be entered in Carisk/FASAMS and WITS by the 10th to ensure accurate reporting.	Data must be entered in Carisk/FASAMS and WITS by the 10th to ensure accurate reporting.
CORE Network (Exhibit BL)				
77.	X12 837 EDI files	Monthly by the 8 th following the month of service	Data must be entered in Carisk/FASAMS	Carisk
78.	Quarterly Narrative and Receiving Clinic Report	Quarterly by the 5th of the preceding quarter October 5, 2025 January 5, 2026 April 5, 2026 August 5, 2026	Carisk	ME Contract Manager
Reports Required for Substance Abuse Prevention Services Providers				
79.	Monthly Data to the ME's contracted evaluation entity - BSRI	Monthly, by the 4th calendar day after the month of service	Qualtrex	In the BSRI database system or any other format requested by BSRI

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80.	Memorandum of Understanding (MOU) with a Community Coalition	Within 30 calendar days of the effective date of the contract (for newly executed MOU's) OR Within 30 calendar days for renewed MOU's	Carisk	1. ME Contract Manager 2. ME Prevention Coordinator
Reports Required for Prevention Partnership Grant Providers				
81.	Prevention Services Quarterly Reports (Fidelity to Evidence-Based Practices) – Program Status Report as Required by RFA #2324 013	As Required by the Evaluation Entity (BSRI)	In the BSRI database system or any other format requested by BSRI	In the BSRI database system or any other format requested by BSRI
82.	Memorandum of Understanding (MOU) with a Community Coalition	Within 30 calendar days of the effective date of the contract (for newly executed MOU's) OR Within 30 calendar days for renewed MOU's	Carisk	1. ME Contract Manager 2. ME Prevention Coordinator
Reports Required for Evaluation Entity for Prevention Services				
83.	Monthly Service Report (Deliverables Scope of Work)	Monthly by 20 th calendar day after the month of service	Carisk	ME Prevention Coordinator
84.	Quarterly Expenditure Report	October 31, 2025 (Period: 07/01/25 - 09/30/25) January 31, 2026 (Period: 10/01/25 - 12/31/25) April 30, 2026 (Period: 01/01/26 - 03/31/26) July 31, 2026 (Period: 04/01/26 - 06/30/26)	Carisk	ME VP of Finance ME Prevention Coordinator
Reports Required for Providers Receiving Specific Appropriations (Exhibit AM)				
85.	Quarterly Updates on Return on Investment Report - Per Exhibit AM	October 10, 2025 (Period: 07/01/25 - 09/30/25) January 9, 2026 (Period: 10/01/25 - 12/31/25) April 10, 2026 (Period: 01/01/26 - 03/31/26) July 10, 2026 (Period: 04/01/26 - 06/30/26)	Carisk	ME Contract Manager

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Reports Required for the Navigate Program Provider (Exhibit BP)				
86.	Quarterly Services Report	October 31, 2025 (Period: 07/01/25 - 09/30/25) January 31, 2026 (Period: 10/01/25 - 12/31/25) April 30, 2026 (Period: 01/01/26 - 03/31/26) July 31, 2026 (Period: 04/01/26 - 06/30/26)	Carisk	ME Prevention Coordinator
87.	Navigate Program Quarterly Expenditure Report	October 31, 2025 (Period: 07/01/25 - 09/30/25) January 31, 2026 (Period: 10/01/25 - 12/31/25) April 30, 2026 (Period: 01/01/26 - 03/31/26) July 31, 2026 (Period: 04/01/26 - 06/30/26)	Carisk	ME VP of Finance
Reports Required for the 2-1-1 Helpline and 988 (Exhibit P and Exhibit Q)				
211 Call Center Reports (Exhibit P)				
88.	211 Monthly Call Volume Report	Due monthly, by the 15th of every month following the month of service	Carisk	1.ME Contract Manager 2.ME Prevention Coordinator
89.	Monthly Follow-Up on Referrals Program	Due monthly, by the 15th of every month following the month of service	Carisk	1.ME Contract Manager 2.ME Prevention Coordinator
988 Call Center Reports (Exhibit Q)				
90.	DCF 988 Metrics Report	Due monthly, by the 15th of every month following the month of service	Carisk	1.ME Contract Manager 2.ME Prevention Coordinator
91.	Monthly Follow-Up on Referrals Program	Due monthly, by the 15th of every month following the month of service	Carisk	1.ME Contract Manager 2.ME Prevention Coordinator
92.	Memorandum of Understanding	Annually upon renewal of the MOU, no later than 30 calendar days after execution	Carisk	1.ME Contract Manager 2.ME Prevention Coordinator
93.	Text and Chat Capabilities Report (988)	January 6, 2026 June 30, 2026	Carisk	1.ME Contract Manager 2.ME Prevention Coordinator

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Reports Required for the Community Action Treatment Team (CAT Team) Program (Exhibit AJ)				
94.	Weekly Census Report – All Tiers	Weekly by 12:00 noon, every Monday	Carisk	ME's Children's System of Care Manager
95.	Appendix 1 – Monthly CAT Program Report	By the 10 th following the month of service	Carisk	ME's Children's System of Care Manager
96.	Appendix 2 - Quarterly Supplemental Data Report	October 10, 2025 (Period: 07/01/25 - 09/30/25) January 9, 2026 (Period: 10/01/25 - 12/31/25) April 10, 2026 (Period: 01/01/26 - 03/31/26) July 10, 2026 (Period: 04/01/26 - 06/30/26)	Carisk	ME's Children's System of Care Manager
97.	Appendix 3- Quarterly CAT Return on Investment	October 10, 2025 (Period: 07/01/25 - 09/30/25) January 9, 2026 (Period: 10/01/25 - 12/31/25) April 10, 2026 (Period: 01/01/26 - 03/31/26) July 10, 2026 (Period: 04/01/26 - 06/30/26)	Carisk	ME's Children's System of Care Manager
98.	Quarterly Expenditure Reports	October 15, 2025 (Period: 07/01/25 - 09/30/25) January 16, 2026 (Period: 10/01/25 - 12/31/25) April 15, 2026 (Period: 01/01/26 - 03/31/26) July 15, 2026 (Period: 04/01/26 - 06/30/26)	Carisk	ME's Children's System of Care Manager ME VP of Finance
Family Support Teams, Community Action Treatment, Tier 4 Variation (Exhibit BI)				
99.	Appendix 1 – Monthly CAT Program Report	By the 10 th calendar day of the month after the month of service	Carisk	ME's Children's System of Care Manager

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100.	Appendix 2 - Quarterly Supplemental Data Report	October 10, 2025 (Period: 07/01/25 - 09/30/25) January 9, 2026 (Period: 10/01/25 - 12/31/25) April 10, 2026 (Period: 01/01/26 - 03/31/26) July 10, 2026 (Period: 04/01/26 - 06/30/26)	Carisk	1. ME's Children System of Care Manager 2. ME's Contract Manager
101.	Quarterly Expenditure Reports	October 15, 2025 (Period: 07/01/25 - 09/30/25) January 16, 2026 (Period: 10/01/25 - 12/31/25) April 15, 2026 (Period: 01/01/26 - 03/31/26) July 15, 2026 (Period: 04/01/26 - 06/30/26)	Carisk	1. ME Contract Manager 2. ME VP of Finance
102.	Outcome Measures	By the 5 th calendar day of the month after the month of service	Carisk	ME's Children's System of Care Manager
Reports Required for the Mobile Response Teams (Miami-Dade and Monroe County Teams) (Exhibit AY and Exhibit BA)				
103.	Mobile Response Team Data Report (DCF Template 28)	Monthly by the 10 th following the month of service	Upload into Carisk	1. ME Contract Manager 2. ME Lead Care Coordination Specialist 3. ME IT and Data Coordinator
104.	Memorandum of Understanding with the following: 1. Miami-Dade County School District (for the Miami Dade County MRT Provider) 2. Monroe County School District (for the Monroe County MRT Provider) 3. 211/988 Provider	For newly executed MOU's submit by October 10, 2025. For any addendums submit within thirty (30) days of execution.	Upload into Carisk	1. ME Contract Manager 2. ME VP of Behavioral Health Services

**Revised Exhibit C
Required Reports**

105.	Outreach Activities Log	October 15, 2025 (Period: 07/01/25 - 09/30/25) January 16, 2026 (Period: 10/01/25 - 12/31/25) April 15, 2026 (Period: 01/01/26 - 03/31/26) July 15, 2026 (Period: 04/01/26- 06/30/26)	Upload into Carisk	ME Lead Care Coordination Specialist
106.	Thriving Mind Mobile Response Team Data Report (Miami Dade County Team Only-Exhibit BA)	Monthly by the 10 th following the month of service	Upload into Carisk	1. ME Contract Manager 2. ME Lead Care Coordination Specialist 3. ME IT and Data Coordinator
Reports Required for Family Intensive Treatment Team (FIT) Service Providers (Exhibit AI)				
107.	Access Database Report	By the 12th day of the month following the month of services	1 (Electronic Submission via E-mail)	ME Child Welfare Integration Coordinator
Reports Required for Child Welfare Specialty Program Provider (Exhibit J)				
108.	Monthly - Child Welfare Monthly Tracker	By the 14th day of the month following the month of services	Carisk	MEs Child Welfare Integration Coordinator
109.	Weekly SAMH Notes	No later than the final day of each calendar month	Florida's Safe Families Network (FSFN)	Florida's Safe Families Network (FSFN)
Reports Required for Child Welfare Integration & Support Teams (CWIST) (Exhibit BQ)				
110.	Monthly Family Navigator Tracker	Monthly by the 5th for the preceding month's services.	Carisk	ME Child Welfare Integration Coordinator
111.	Monthly Behavioral Consultant Activity Log	Monthly by the 5th for the preceding month's services.	Carisk	ME Child Welfare Integration Coordinator
Reports Required for Network Providers screening for Supplemental Security Income/Social Security Disability Insurance (SSI/SSDI) Outreach, Access, and Recovery (SOAR) (Exhibit AN)				
112.	Individual Records Reviews per Exhibit AN	October 15, 2025 (Period: 07/01/25 - 09/30/25) January 16, 2026 (Period: 10/01/25 - 12/31/25) April 15, 2026 (Period: 01/01/26 - 03/31/26) July 15, 2026 (Period: 04/01/26- 06/30/26)	Carisk	ME Adult System of Care Manager

Revised Exhibit C
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		Or as otherwise notified in writing by the ME SOAR Local Lead or designee		
113.	Performance Outcomes and Outputs	October 15, 2025 (Period: 07/01/25 - 09/30/25) January 16, 2026 (Period: 10/01/25 - 12/31/25) April 15, 2026 (Period: 01/01/26 - 03/31/26) July 15, 2026 (Period: 04/01/26- 06/30/26) Or as otherwise notified in writing by the ME SOAR Local Lead or designee	Carisk	ME Adult System of Care Manager
114.	Tracker – Completion of Screenings and Applications	October 15, 2025 (Period: 07/01/25 - 09/30/25) January 16, 2026 (Period: 10/01/25 - 12/31/25) April 15, 2026 (Period: 01/01/26 - 03/31/26) July 15, 2026 (Period: 04/01/26- 06/30/26) Or as otherwise notified in writing by the ME SOAR Local Lead or designee	Carisk	ME Adult System of Care Manager
Crisis Stabilization Units – Recidivism Rates Data Collection (Exhibit AX)				
115.	CSU Recidivism Rate Data Collection	October 15, 2025 (Period: 07/01/25 - 09/30/25) January 16, 2026 (Period: 10/01/25 - 12/31/25) April 15, 2026 (Period: 01/01/26 - 03/31/26) July 15, 2026 (Period: 04/01/26- 06/30/26)	Carisk	ME IT and Data Coordinator
Peer Support Services (Exhibit AO)				
116.	Monthly Peer Services Tracker Report	By the 10 th day of the month following the month of services	Carisk	ME Peer Services Manager

Revised Exhibit C
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Prison Aftercare Services (Exhibit AD)				
117.	Outpatient Report	By the 10th day of the month following the month of services	Carisk	ME Care Coordination Manager
118.	Department of Corrections Referrals for Baker Act Services	October 15, 2025 (Period: 07/01/25 - 09/30/25) January 16, 2026 (Period: 10/01/25 - 12/31/25) April 15, 2026 (Period: 01/01/26 - 03/31/26) July 15, 2026 (Period: 04/01/26- 06/30/26)	Carisk	ME Care Coordination Manager
Central Receiving Facility (Exhibit AQ and Exhibit AQ and Exhibit AS)				
119.	Performance Measures Report (Exhibit AQ and AS)	By the 10th day of the month following the month of services	Carisk	ME Contract Manager
120.	Monthly Master Log of Individuals Presenting at the CRF (Exhibit AQ)	By the 15th day of the month following the month of services	Carisk	1. ME Adult System of Care Manager 2. ME Contract Manager
121.	Monthly Staff Census Report (Exhibit AQ)	By the 15th day of the month following the month of services	Carisk	1. ME Adult System of Care Manager 2. ME Contract Manager
122.	Central Receiving Facility Social and Cost Avoidance Impact Report (Exhibit AQ)	Annually, by October 5 th for the prior fiscal year	Carisk	1. ME Contract Manager
Children's Short-Term Residential Treatment (Exhibit BK)				
123.	Performance Metrics Report	Monthly by the 10th of each month following the month of service	Carisk	ME Children's System of Care Manager
124.	Daily Census Report	Daily, by 10:00 am, Monday - Friday	Carisk	ME Adult System of Care Specialist
Adult Short-Term Residential Treatment (Exhibit AK)				
149.	Monthly Staff Census Report	Monthly by the 10th of each month following the month of service	Carisk	ME Adult System of Care Specialist

Revised Exhibit C
Required Reports

Neonatal Abstinence Syndrome (NAS) or Substance Exposed Newborn (SEN) Healthy Start Coalition of Miami-Dade, Inc.				
150.	Monthly Appendix 1,2, 3, and 4 of exhibit BJ, Neonatal Abstinence Syndrome (NAS) or Substance Exposed Newborn (SEN)	The appendices are due by the 15 th of the month following the month of services	Carisk	ME Child Welfare Integration Coordinator
151.	Monthly Outreach Log	The report is due by the 15 th of the month following the month of services	Carisk	ME Child Welfare Integration Coordinator
152.	Monthly Invoice, Exhibit D, Invoice	Due by the 15 th of the month following the month of services	Carisk	Carisk
153.	Monthly Expenditure Report	The report is due by the 25 th of the month following the month of services	Carisk	VP of Finance
154.	Final Expenditure Report	The Final Expenditure Report will be due July 20, 2026	Carisk	ME VP of Finance
Living Room Model Program (Exhibit BM)				
155.	Monthly Master Log of Guests Presenting at the Living Room/Specific Metrics Report	Due by the 15 th of the month following the month of services	Carisk	ME Contract Manager
156.	Cost Avoidance	October 10, 2025 (Period: 07/01/25 - 09/30/25) January 9, 2026 (Period: 10/01/25 - 12/31/25) April 10, 2026 (Period: 01/01/26 - 03/31/26) July 10, 2026 (Period: 04/01/26 - 06/30/26)	Upload into Carisk	ME Contract Manager
Transition to Independence Program (TIP) (Exhibit AL)				
157.	Quarterly Enrollment Membership Report	October 31, 2025 (Period: 07/01/25 - 09/30/25) January 31, 2026 (Period: 10/01/25 - 12/31/25) April 30, 2026 (Period: 01/01/26 - 03/31/26) July 31, 2026 (Period: 04/01/26 - 06/30/26)	Upload into Carisk	ME Contract Manager
Recovery Community Organizations (Exhibit BF)				
158.	DCF Template 34 - RCO Report	Monthly by the 10 th for the prior month's services	Carisk	ME Peer Services Manager

Revised Exhibit C
Required Reports

Involuntary Outpatient Services Project (IOS/AOT) (Exhibit AW)				
159.	IOS (AOT) Performance Measures Report	Monthly by the 8 th for the prior month's services	Carisk	ME Contract Manager
Exhibit D, Performance Measures				
160.	Table 3, Timely Access	Monthly by the 10 th for the prior month's services	Carisk	ME Data Performance and Technology Manager
161.	Table 4, Guidance Document Specific Reports	<p>Prevention Performance Measures for Data Submission by the 8th of each month following service delivery</p> <p>Prevention Partnership Grant Performance Measures by the 8th of each month following service delivery</p> <p>FIT – Outcome Measures by the 10th of each month following service delivery</p>	Carisk	<p>Prevention: Prevention Coordinator</p> <p>Prevention PPG: Prevention Coordinator</p> <p>FIT: Child Welfare Integration Coordinator</p>
162.	Table 5, Quality Indicators	Monthly by the 8 th for the prior month's services	Carisk	ME Data Performance and Technology Manager

Note: When a regular due date for a required report falls on a weekend or a legal holiday, the due date is extended to the next business day immediately following the weekend or holiday.