

Effective Date: 7/1/2022

Review Date: 3/7/2023

Revised Date:

**North Sound Behavioral Health Administrative Services Organization, LLC**

Section 3000 – Fiscal: County Administered Services

Authorizing Source: RCW 71.24.100 (4)

Approved by: Executive Director Date: 3/7/2023

Signature:

**POLICY # 3054.00**

**SUBJECT: COUNTY ADMINISTERED SERVICES**

**PURPOSE**

To comply with revised code of Washington (RCW 71.24.100 (4)) the County administered service must have a clear separation of powers and duties separate from North Sound Behavioral Health Administrative Services Organization (North Sound BH-ASO) and suitable accounting procedures must be followed to ensure the funding is traceable and accounted for separately from other funds.

**POLICY**

All County contracted services (except crisis services) need to demonstrate accounting procedures that track and account for North Sound BH-ASO funds separately from other funds.

**PROCEDURES**

To ensure compliance with the requirement to ensure funding is traceable and accounted for separately North Sound BH-ASO will require the following:

1. General ledger detail with each invoice.
2. General ledger detail for separation of funding sources and balancing of expenditures to revenues.

**ATTACHMENTS**

None