



STATE OF RHODE ISLAND

Department of Behavioral Healthcare, Developmental Disabilities & Hospitals

OFFICE OF LICENSURE AND STANDARDS

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BHO/DDO/CDO REQUEST FOR VARIANCE FROM SUBMISSION REQUIREMENT FOR AUDITED FINANCIAL STATEMENT

BHDDH Office of Licensure and Standards
14 Harrington Road (Barry Hall)
Cranston, RI 02920

Attn: Rob Aguon, Administrator I
RE: Request for Variance

Dear Mr. Aguon:

Pursuant to Rhode Island Regulation 212-RICR-10-00-1, § 1.17, each BHDDH-licensed agency is required to contract with an independent certified public accountant to conduct an audit of the Organizations financial statements. The Organization shall provide audited financial statements, audit findings and any recommendations, including corrective action plans, and any supplemental schedules, as may be required by the Department.

The undersigned licensed organization fully intends to comply with this requirement but is hereby requesting a variance seeking an extension of time to provide the following:

1. Independent Auditor's Report – An independent Auditor's Report is an official opinion issued by a third party Certified Public Accountant as to the quality and accuracy of the financial statements prepared by a company. The report is a primary source of communication between the auditor and users of financial statements such as banks, licensing entities, etc. This report shall include but is not limited to:

- Report on the Financial Statements
- Basis for Opinion
- Management's Responsibility for the Financial Statements
- Auditor's Responsibilities for the Audit of the Financial Statements
- Report on Comparative Information

2. Financial Statements required by Generally Accepted Accounting Principles

- Statement of Financial Position -- Balance Sheet
- Statement of Shareholders' Equity, if applicable
- Statement of Activities -- Revenues, Expenses, Change in Net Assets
- Statement of Cash Flows

3. Notes to Financial Statements -- In addition to the amounts that are reported on the face of the financial statements, US GAAP require that additional information be provided as notes to the financial statements. To alert the readers of these important disclosures, each financial statement is required to refer to them. This shall include but is not limited to:

- Summary of Significant Accounting Policies
- Liquidity and Availability
- Notes Payable
- Operating Lease Commitments
- Commitments and Uncertainties
- Transactions with Affiliates and Related Parties

4. Independent Auditor’s Report on Internal Control Over Financial Reporting and on Compliance and other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

- Internal Control Over Financial Reporting
- Compliance and Other Matters
- Purpose of this Report

The undersigned licensed organization understands it is within the discretion of BHDDH to grant this variance or not, and hereby attests that the request for an extension of time to provide the financial documents will not adversely impact the health, safety or welfare of individuals receiving services from the undersigned licensed organization.

The undersigned licensed organization acknowledges that this request for a variance is not approved until BHDDH notifies our organization in writing of BHDDH’s decision to grant or deny our request.

The undersigned licensed organization further acknowledges that, if this variance request is approved by BHDDH, the variance is limited to meeting the requirements of the R.I. Rules and Regulations and should in no way be considered as an extension of time to comply with any state or federal statutory requirements.

Name of Licensed Organization

Authorized Executive’s Printed Name

Title

Authorized Executive’s Signature

Signature

Date