

# ATTACHMENT

Financial Disclosure Policy Statement 2000-1 requires the use of a common format for the submission of the statement of charges, fees, and salaries paid for goods and services rendered in excess of \$55,000.00 and the statement of charges, fees, and other sums collected in excess of \$55,000.00.

The acceptable format for filing this information is described in the policy statement and in this attachment. Included in this attachment are sample Forms A, B, C, and D.

Form A (HCA 55A 4/18/2000) – Charges, Fees, and Salaries>\$55,000.00 Paid to Employees

Form B (HCA 55B 4/18/2000) – Charges, Fees, and Salaries>\$55,000.00 Paid For Executive or Management Services

Form C (HCA 55C 4/18/2000) – Charges, Fees, and Salaries>\$55,000.00 Paid to Other Vendors

Form D (HCA 55D 4/18/2000) – Charges, Fees, and Other Sums>\$55,000.00 Collected

**All forms must be completed and returned whether or not they apply to your organization.**

The acceptable modes for completing and submitting this information are via:

1. Forms included with this mailing,
2. Forms available online for downloading and electronic submission at the HCA web site ([www.hca.wv.gov](http://www.hca.wv.gov)), or
3. If the facility or related organization does not have the capability to use any of the above methods, then an alternate format containing the same information may be used. Such alternative should be approved in advance.

If you have any questions, please contact Connie Byrd at (304) 558-7000 or toll-free 1-800-558-7002.