



Mississippi Department of Mental Health
Provider Bulletin
Number IO0178

**Subject: Compliance with Rule 2.12
Data Submission Requirements and
Impact on Funding**

Issue Date: May 6, 2026
Effective Date: May 6, 2026

Scope

All DMH-Certified Providers

Purpose

The Mississippi Department of Mental Health (DMH) is issuing this bulletin to remind all providers of the data submission requirements outlined in Rule 2.12 of the *DMH Operational Standards*.

Rule 2.12 Requirements and Compliance

Pursuant to Rule 2.12, “agency providers must maintain current and accurate data for submission of all required reports and data to DMH” and “must submit requested data to DMH on the provider’s DMH-funded services and/or any other data which may be required by various state/federal entities or by law to be submitted to DMH, regardless of funding source.” Providers are required to submit this data monthly, on a specific schedule, as prescribed by DMH.

Data submitted pursuant to Rule 2.12 is used by DMH to make decisions regarding grant funding as well as required federal and state reporting. Providers are expected to submit complete and accurate data reflective of services delivered. **As such, failure to submit required data, or submission of incomplete or consistently low data that does not align with services provided, may impact current and future funding, and undermines DMH’s ability to make fully informed funding decisions.**

DMH has identified that some providers are not currently in compliance with these requirements. In some cases, delays may be related to transitions to new electronic health record (EHR) systems or other operational challenges. While DMH recognizes these circumstances, compliance with Rule 2.12 remains required. Providers experiencing delays due to EHR transitions or technical issues must implement interim reporting methods, including manual or paper submission, to ensure continued compliance with Rule 2.12 data submission requirements. Once EHR functionality is restored or fully implemented, providers will be required to reconcile and submit all outstanding data electronically in accordance with Rule 2.12.

Effective immediately, providers must:

- Ensure all required data submissions are current and in compliance with Rule 2.12.
- Notify DMH in writing if they are currently out of compliance or anticipate being out of compliance for 30 days or more by emailing Ciji.Dixon@dmh.ms.gov.

For providers who are not currently in compliance, or who anticipate being out of compliance for 30 days or more, the written notification must include:

- Date the provider fell out of compliance or anticipated date of noncompliance;
- Reason for the delay (e.g., EHR transition, staffing, technical issues);
- Estimated timeline for returning to compliance;
- Any mitigation efforts in place, including interim or manual submission processes; and
- A designated point of contact for follow-up.

Providers who remain out of compliance will be expected to submit status updates to Ciji.Dixon@dmh.ms.gov at least every 30 days until full compliance is achieved.

DMH will continue to monitor compliance. Failure to comply with Rule 2.12 may result in further action, including impacts to funding and changes to certification status, up to and including probation, suspension, or termination, as determined by the Certification Review Committee (CRC).

Contact Information

If you have questions regarding Rule 2.12 requirements or need assistance, please contact Ciji.Dixon@dmh.ms.gov.

End of Provider Bulletin