



Office of Children and Family Services

Andrew M. Cuomo
Governor

52 WASHINGTON STREET
RENSELAER, NY 12144

Roberto Velez
Acting Commissioner

Administrative Directive

Transmittal:	15-OCFS-ADM-04
To:	Local District Commissioners
Issuing Division/Office:	Administration
Date:	February 19, 2015
Subject:	Per Diem Chargeback Rates for OCFS-Operated Facilities and Programs – Final for CY 2011
Suggested Distribution:	Directors of Services Accounting Supervisors
Contact Person(s):	See Section VI on page 3
Attachments:	Attachment A – Final CY 2011 Per Diem Chargeback Rates Attachment B – Final CY 2011 Levels of Care
Attachments Available Online:	Previous and current policies containing rates can be accessed at: http://ocfs.ny.gov/main/rates/lcm.asp

Filing References

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
			Section 529 of Executive Law; Chapter 53 of the Laws of 2014		

I. Purpose

The purpose of this Administrative Directive (ADM) is to publish Final Per Diem Chargeback Rates for Calendar Year (CY) 2011 for care provided to youth placed in facilities and programs operated by the Office of Children and Family Services (OCFS).

These Final Per Diem Chargeback Rates for CY 2011 will be used as the basis for making bill adjustments for youth who were placed in OCFS-operated facilities during CY 2011, who were previously billed at CY 2011 Interim Rates. The calculated bill adjustments will reconcile the difference between amounts previously billed at the CY 2011 Interim Rates compared to those billed at the CY 2011 Final Rates specified in this ADM.

II. Background

Chargeback rates for OCFS-operated facilities are used for billing the care provided to youth placed in residential programs directly operated by OCFS. Rates used for such billing purposes are initially calculated and billed as “interim rates” subject to a reconciliation of the actual expenditures for each operating period. Localities are required to make payments based on interim rates that are charged to them on a quarterly basis in the OCFS quarterly cost-of-care bills. When final rates are determined for each level of care for the prior period, bills that reconcile the differences between interim and final rates approved for prior periods are issued to localities for care provided to youth during those periods.

Pursuant to Chapter 53 of the Laws of 2014, if a social services district fails to provide reimbursement to OCFS for any per diem chargeback rate within 60 days of receiving a bill for services, or by the date certain set by OCFS for providing reimbursement, whichever is later, the State may exercise its set-off rights by withholding the amount due from any amounts due and owing to the district from OCFS under the Executive Law or the Social Services Law.

III. Program Implications

Final Rates for CY 2011, as specified in this ADM, have been approved in accordance with Section 529 of the Executive Law. These rates will be used by OCFS to bill for the differences between the interim and final rates for youth placed in applicable OCFS-operated facilities during CY 2011.

IV. Required Action

Chargeback bills for the 1st quarter CY 2012 bill will include rate adjustments for CY 2011 using the approved CY 2011 rates specified in this ADM. The State may exercise its set-off rights and reduce other payments due to any district that fails to pay its bill within 60 days of receiving the bill or the date certain put in the bill, whichever is later.

Payments or correspondence about bills should be directed as follows:

NYS Office of Children and Family Services
Bureau of Financial Operations / Accounting Unit
52 Washington St., South Bldg. Room 204
Rensselaer, New York 12144

V. Systems Implications

The Juvenile Justice Information System (JJIS) allows for the electronic distribution of the quarterly chargeback rate bills. If you need to add additional staff to the distribution list for the bills, please e-mail that list to the following address:

ocfs.sm.bfo.finance@ocfs.ny.gov

VI. Other

Contacts for questions related to this ADM are as follows:

For rate-related questions, please contact Ken Norris, OCFS Rate Setting, at (518) 474-1361, or by e-mail as follows:

Ken.Norris@ocfs.ny.gov

For specific youth placement-related questions, please contact Allison Campbell at (518) 486-5513, or by email as follows:

Allison.Campbell@ocfs.ny.gov

For payment questions, please contact Michael Christian of the Bureau of Financial Operations at (518) 474-9529, or by email as follows:

Michael.Christian@ocfs.ny.gov or

ocfs.sm.bfo.finance@ocfs.ny.gov

Copies of this ADM should be shared with accounting supervisors and other staff associated with these programs.

VII. Effective Date

This directive is effective as of the date of its issuance.

/s/ Derek J. Holtzclaw

Issued By:

Name: Derek J. Holtzclaw

Title: Associate Commissioner for Financial Management

Division/Office: Administration

Attachment A

Final Calendar Year 2011 - Section 529 Per Diem Rates

Program	Per Diem Rates	County Share	State Share
Secure Residential Services	697.08	348.54	348.54
Limited Secure Residential Services	1028.10	514.05	514.05
Non-Community Based Residential Services	996.56	498.28	498.28
Family Foster Care	392.84	196.42	196.42
Evening Reporting Centers	571.18	285.59	285.59

Final Calendar Year 2011 - Title IV-E Per Diem Rates

Program	Title IV-E Per Diem Rates
Non-Community Based Residential Services	737.76
Family Foster Care	321.02

Attachment B**Final Calendar Year 2011
Levels of Care and Facilities**

Secure Residential Services			
Brookwood	Goshen Secure	Industry Secure	MacCormick
Tryon Girls	Columbia Secure Center for Girls		

Limited Secure Residential Services			
Ella McQueen Reception	Ella McQueen Transition	Finger Lakes	Highland
Industry School	Pyramid Transition	Taberg (Girls)	Taberg (Boys)
Tryon Boys Residential	Tryon Girls Limited Secure	Tryon Girls Reception	Youth Leadership Academy

Non-Community Based Residential Services			
Allen	Annsville	Brentwood	Bronx (Southern New York)
Brooklyn (Girls)	Brooklyn (Boys)	Lansing	Middletown
Red Hook	Staten Island Residential (Forest Hill)	Staten Island (Holden)	Harriet Tubman

Evening Reporting Centers			
Bronx-Given	Bronx-Wilder	Brooklyn	Rochester
City Challenge (B4B)			