



# Office of Children and Family Services

Andrew M. Cuomo  
Governor

52 WASHINGTON STREET  
RENSELAER, NY 12144

Sheila J. Poole  
Acting Commissioner

## Administrative Directive

<b>Transmittal:</b>	16-OCFS-ADM-06
<b>To:</b>	Local District Commissioners
<b>Issuing Division/Office:</b>	Administration
<b>Date:</b>	March 22, 2016
<b>Subject:</b>	<b>Per Diem Chargeback Rates for OCFS-Operated Facilities and Programs – CY 2013 and CY 2014 Final Rates</b>
<b>Suggested Distribution:</b>	Directors of Services Accounting Supervisors
<b>Contact Person(s):</b>	See Section VI: Other
<b>Attachment:</b>	<i>Final CY 2013 Per Diem Chargeback Rates</i> <i>Final CY 2014 Per Diem Chargeback Rates</i> You can access policies providing per diem chargeback rates from previous years at: <a href="http://ocfs.ny.gov/main/Rates/lcm.asp">http://ocfs.ny.gov/main/Rates/lcm.asp</a>

### 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 2015		

### I. Purpose

The purpose of this Administrative Directive (ADM) is to publish Final Chargeback Rates in effect for Calendar Year (CY) 2013 and CY 2014 for care provided to youth placed in facilities and programs operated by the New York State Office of Children and Family Services (OCFS).

All CY 2013 and CY 2014 bills for youth in OCFS-operated facilities and programs will be based on Final CY 2013 and CY 2014 rates.

## II. Background

Chargeback rates for OCFS-operated facilities and services are used for billing OCFS care provided to youth placed in residential programs directly operated by OCFS as well as case management and supervision services provided to youth placed in other OCFS programs. Rates used for such billing purposes are calculated and billed after a reconciliation of the actual expenditures for each operating period. Local social services districts (LDSSs) are required to make payments based on rates that are charged to them in the OCFS quarterly cost-of-care bills mailed once annually. When rates are determined for each level of care, bills are issued to LDSSs for care provided to youth during those periods.

Pursuant to Chapter 53 of the Laws of 2015, if an LDSS 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 set by OCFS for providing reimbursement, whichever is later, the state may exercise its setoff rights by withholding the amount due from any amounts due and owing to the LDSS from OCFS under the Executive Law or the Social Services Law.

## III. Program Implications

Final rates for CY 2013 and CY 2014, as specified in this ADM, have been approved in accordance with Section 529 of the Executive Law. These rates will be used as the basis for all billings of the cost of care for youth placed with OCFS during CY 2013 and CY 2014.

**The previously released CY 2012 Interim Rates are considered Final Rates.**

## IV. Required Action

LDSSs will be billed at CY 2013 and CY 2014 final rates in eight quarterly bills sent as one bill.

Payments or correspondence regarding bills should be directed as follows:

New York State 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 chargeback rate bill. If you have additional staff who need to be added to the distribution list for the bill, please email that list to the following address:

[ocfs.sm.bfo.finance@ocfs.ny.gov](mailto: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 email as follows:

[Ken.Norris@ocfs.ny.gov](mailto:Ken.Norris@ocfs.ny.gov)

For specific youth placement-related questions, please contact Kathleen Griffin at 518-473-8985, or by email as follows:

[Kathleen.Griffin@ocfs.ny.gov](mailto:Kathleen.Griffin@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](mailto:Michael.Christian@ocfs.ny.gov) or

[ocfs.sm.bfo.finance@ocfs.ny.gov](mailto: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.

*Derek J. Holtzclaw*

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**Issued By:**

Name: Derek J. Holtzclaw

Title: Associate Commissioner for Financial Management

Division/Office: Administration

## Attachment

### Final Calendar Year 2013 - Section 529 Per Diem Rates

<b>Program</b>	<b>Uncapped Per Diem Rates</b>	<b>Capped Per Diem Rates</b>	<b>State Share</b>	<b>County Share</b>
<b>Secure Residential Services</b>	<b>\$953.94</b>	<b>\$246.00</b>	<b>\$830.94</b>	<b>\$123.00</b>
<b>Limited-Secure Residential Services</b>	<b>\$1,344.30</b>	<b>\$346.68</b>	<b>\$1,170.96</b>	<b>\$173.34</b>
<b>Non-Community Based Residential Services</b>	<b>\$2,046.66</b>	<b>\$527.80</b>	<b>\$1,782.76</b>	<b>\$263.90</b>
<b>Evening Reporting Centers</b>	<b>\$818.86</b>	<b>\$211.18</b>	<b>\$713.27</b>	<b>\$105.59</b>

### Final Calendar Year 2014 - Section 529 Per Diem Rates

<b>Program</b>	<b>Uncapped Per Diem Rates</b>	<b>Capped Per Diem Rates</b>	<b>State Share</b>	<b>County Share</b>
<b>Secure Residential Services</b>	<b>\$1,136.56</b>	<b>\$289.90</b>	<b>\$991.61</b>	<b>\$144.95</b>
<b>Limited-Secure Residential Services</b>	<b>\$1,683.20</b>	<b>\$429.34</b>	<b>\$1,468.53</b>	<b>\$214.67</b>
<b>Non-Community Based Residential Services</b>	<b>\$1,843.56</b>	<b>\$470.26</b>	<b>\$1,608.43</b>	<b>\$235.13</b>
<b>Evening Reporting Centers</b>	<b>\$938.78</b>	<b>\$239.46</b>	<b>\$819.05</b>	<b>\$119.73</b>