



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-03
To:	Local District Commissioners
Issuing Division/Office:	Administration
Date:	February 19, 2015
Subject:	Per Diem Chargeback Rates for OCFS-Operated Facilities and Programs – Interim Calendar Year (CY) 2012 Rates for January 1, 2012, through December 31, 2012
Suggested Distribution:	Directors of Services Accounting Supervisors
Contact Person(s):	See Section VI on page 3
Attachments:	Attachment A: Interim CY 2012 Per Diem Chargeback Rates
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 Interim Chargeback Rates in effect for Calendar Year (CY) 2012 for care provided to youth placed in facilities and programs operated by the New York State Office of Children and Family Services (OCFS).

All initial CY 2012 bills for youth in OCFS-operated facilities and programs will be based on interim CY 2012 rates, until the CY 2012 period is reconciled based on finalized rates for CY 2012.

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 initially calculated and billed as interim rates subject to a reconciliation of the actual expenditures for each operating period. Local social services districts (LDSSs) 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 a prior period, bills that reconcile the differences between interim and final rates approved for prior periods are issued to LDSSs for care provided to youth during those periods.

Pursuant to Chapter 53 of the Laws of 2014, 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 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 LDSS from OCFS under the Executive Law or the Social Services Law.

III. Program Implications

Interim rates for CY 2012, 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 interim rate billings of the cost of care for youth placed with OCFS during CY 2012.

IV. Required Action

LDSSs will be billed at CY 2012 interim rates in four 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

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

Interim Calendar Year 2012 - Section 529 Per Diem Rates

Program	Per Diem Rates	State Share	LDSS Share
Secure Residential Services	\$751.90	\$375.95	\$375.95
Limited Secure Residential Services	\$1,088.58	\$544.29	\$544.29
Non-Community Based Residential Services	\$1,069.82	\$534.91	\$534.91
Evening Reporting Centers	\$693.14	\$346.57	\$346.57

Program	Per Diem Rates	State Share with LDSS Cap	Capped LDSS Share*
Secure Residential Services	\$751.90	\$602.41	\$149.49
Limited Secure Residential Services	\$1,088.58	\$872.15	\$216.43
Non-Community Based Residential Services	\$1,069.82	\$857.12	\$212.70
Evening Reporting Centers	\$693.14	\$555.33	\$137.81

*Subject to enactment of the FY 2016 Executive Budget, this constitutes the LDSS's bill.