



Office of Children and Family Services

Andrew M. Cuomo
Governor

52 WASHINGTON STREET
RENSELAER, NY 12144

Sheila J. Poole
Acting Commissioner

Administrative Directive

Transmittal:	17-OCFS-ADM-09
To:	Local District Commissioners
Issuing Division/Office:	Administration
Date:	August 15, 2017
Subject:	Per Diem Chargeback Rates for OCFS-Operated Facilities and Programs – CY 2015 Final Rates
Suggested Distribution:	Directors of Services Accounting Supervisors
Contact Person(s):	See Section VI: Other
Attachment:	Final CY 2015 Per Diem Chargeback Rates
Attachments Available Online:	This policy, containing the above attachment, can be accessed at: http://www.ocfs.ny.gov/main/rates/lcm.asp http://ocfs.state.nyenet/policies/external

Filing References

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
16-OCFS-ADM-06			Section 529 of Executive Law Chapter 50 of the Laws of 2016		

I. Purpose

The purpose of this Administrative Directive (ADM) is to publish Final Chargeback Rates in effect for Calendar Year (CY) 2015 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 2015 bills are based on Final CY 2015 rates for youth in OCFS-operated facilities and programs. Chapter 50 of the Laws of 2016 limits the total billing of the local share of OCFS facility costs to \$55 million for bills issued in calendar year 2017, and thereafter. This initiative continues to provide significant fiscal

relief to local departments of social services (LDSSs). LDSSs should anticipate receiving the next chargeback billing in January 2018.

II. Background

Executive Law requires OCFS to charge LDSSs 50 percent of the non-federal share of the cost of care for youth placed in OCFS facilities. Bills are generated for each quarter of the CY to charge each LDSS its share of the cost per child based on applicable rates and care days applied to each youth for which the LDSS is responsible.

Chargeback rates for OCFS-operated facilities and services are determined by the OCFS Bureau of Budget Management – State Aid Rates Unit. Rates support 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.

When rates are determined for each level of care, bills are issued to LDSSs for care provided to youth during quarters in a calendar year period.

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. Payment is due upon receipt.

Pursuant to Chapter 50 of the Laws of 2016, 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

Final rates for CY 2015, 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 for the cost of care for youth placed with OCFS during CY 2015.

Chapter 50 of the Laws of 2015 capped the mandated costs imposed on LDSS at \$55 million per year from CY 2015 and, thereafter, for the operation of the OCFS juvenile facilities. LDSS should anticipate receiving the next chargeback billing in January 2018. This initiative continues to provide significant fiscal relief to LDSS for this year and the out years. In addition, it provides LDSS with the ability to better plan and budget for these expenses due to the predictability of the annual billing amount.

IV. Required Action

LDSSs will be billed at CY 2015 final rates in four quarterly bills sent as one bill.

Payment Instructions for Payment by Mail or Direct Payment via Automated Clearing House (ACH)

Payments sent by mail should be sent to:

New York State Office of Children and Family Services
Capital View Office Park
Bureau of Financial Operations/Accounting Unit
52 Washington Street, South Building Room 204
Rensselaer, NY 12144-2834

Payments made by Direct Payment Via Automated Clearing House:

Financial Institution: Key Bank
Address: 66 South Pearl Street, Albany, NY 12207
Account Type: Checking
ABA Routing Number: **021052053**
Account Number: **53827290**

The Automated Clearing House Addenda must include "NYSOCFS Chargeback Bill"

For Automated Clearing House payments, please email remittance details to ocfs.sm.bfo.finance@ocfs.ny.gov. Include the amount of the payment, anticipated payment date and the type of invoice payment for the remittance.

V. Systems Implications

The Juvenile Justice Information System 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

If an LDSS requests a change to the address list, submit the change to Michael Christian at the email address listed below. Upon request, a copy of the E-bill form will be sent to allow entry of required information for obtaining a new user and LDSS IT clearance.

Questions about billing rates, placement data for youths billed or other payment issues should be directed as follows:

For OCFS rate setting questions, call David Haase at 518-474-1361; or email: David.Haase@ocfs.ny.gov

For placement-related questions about specific youth, call Kathleen Griffin at 518-474-1831; or by email: Kathleen.Griffin@ocfs.ny.gov

For payment questions call Michael Christian at 518-474-9529; or by email: Michael.Christian@ocfs.ny.gov

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**Final Calendar Year 2015 - Section 529 Per Diem Rates**

Program	Uncapped Per Diem Rates	Capped Per Diem Rates	State Share	County Share
Secure Residential Services	\$1,230.13	\$659.60	\$900.33	\$329.80
Limited-Secure Residential Services	\$1,861.58	\$998.18	\$1,362.49	\$499.09
Non-Community Based Residential Services	\$2,072.26	\$1,111.16	\$1,516.68	\$555.58