



Office of Children and Family Services

Andrew M. Cuomo
Governor

52 WASHINGTON STREET
RENSSELAER, NY 12144

Sheila J. Poole
Acting Commissioner

Administrative Directive

Transmittal:	18-OCFS-ADM-15
To:	Local District Commissioners
Issuing Division/Office:	Administration
Date:	July 6, 2018
Subject:	Per Diem Chargeback Rates for OCFS-Operated Facilities and Programs – CY 2016 Final Rates
Suggested Distribution:	Directors of Services Accounting Supervisors
Contact Person(s):	See Section VI: Contacts
Attachment:	Final CY 2016 Per Diem Chargeback Rates

Filing References

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
17-OCFS-ADM-09			Section 529 of Executive Law; Chapters 50 and 53 of the Laws of 2017		

I. Purpose

The purpose of this Administrative Directive (ADM) is to publish Final Chargeback Rates in effect for Calendar Year (CY) 2016 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 2016 bills are based on Final CY 2016 rates for youth in OCFS-operated facilities and programs.

II. Background

Executive Law section 529 requires the OCFS to charge local departments of social services (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 calendar year (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. Chapter 50 of the Laws of 2017 limits the total billing of the local share of OCFS facility costs to \$55 million for bills issued in CY 2018, and thereafter. This initiative continues to provide significant fiscal relief to the LDSS.

Chargeback rates for OCFS-operated facilities and services are determined by the OCFS Bureau of Budget Management. 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 53 of the Laws of 2017, 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 2016, 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 2016.

IV. Required Action

LDSSs will be billed at CY 2016 final rates in four quarterly bills sent as one bill.

Payments should be sent:

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

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 wants a change to the address list, a request must be submitted to ocfs.sm.bfo.finance@ocfs.ny.gov. 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 Hyeyoung Kim at 518-474-1361; or email: Hyeyoung.Kim@ocfs.ny.gov

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

For payment questions call Nicole Newcomb at 518-486-9497; or email: Nicole.Newcomb@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: Deputy Commissioner for Administration

Attachment

Final Calendar Year 2016 - Section 529 Per Diem Rates

Program	Uncapped Per Diem Rates	Capped Per Diem Rates	State Share	County Share
Secure Residential Services	\$1,420.58	\$742.56	\$1,049.30	\$371.28
Limited-Secure Residential Services	\$1,884.16	\$984.72	\$1,391.80	\$492.36
Non-Community Based Residential Services	\$2,059.90	\$1076.06	\$1,521.87	\$538.03