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John A. Johnson
Commissioner

Local Commissioners Memorandum

Transmittal:	04-OCFS-LCM-03
To:	Local District Commissioners
Issuing Division/Office:	Administration
Date:	June 22, 2004
Subject:	Continuation of Worker Recruitment and Retention Add-On Rates for the Period April 1, 2004, through June 30, 2004
Contact Person(s):	Daniel Zeidman (518) 474-9572; or by e-mail through Outlook or Exchange; or through the Internet: Daniel.Zeidman@dfa.state.ny.us
Attachments:	N/A
Attachments Available On – Line:	Rate Charts applicable to worker recruitment/retention add-on rates are available on the Rate Setting page of the OCFS Website at the address specified below. <i>Link to Internet Site:</i> http://www.ocfs.state.ny.us/main/rates/

I. Purpose

As a follow-up to 03-OCFS-LCM-06, and in accordance with the 2004-05 State Budget Emergency Bill provisions, the purpose of this Local Commissioners Memorandum (LCM) is to approve the continuation of payment and reimbursement of Worker Recruitment and Retention Add-On Rates from April 1, 2004, through June 30, 2004.

II. Program Implications

All policies, procedures, and add-on rates previously published by the Office of Children and Family Services (OCFS) in 03-OCFS-LCM-06 are effective for the period of April 1, 2004, through June 30, 2004. However, though claims for services provided for the period December 1, 2002, through March 31, 2004, must be received by the Office of Temporary

and Disability Assistance (OTDA) by August 15, 2004, as specified in 03-OCFS-LCM-06; however, the date for claims to be submitted to OTDA for services provided for the period April 1, 2004, through June 30, 2004, will be extended to December 31, 2004.

As previously stated in 03-OCFS-LCM-06, beginning with services provided on or after July 1, 2004, the Worker Recruitment and Retention Add-On Rate will no longer be paid and claimed separately. Rather, contingent upon enactment of the Governor's 2004-05 State Budget, the annual value of the approved add-on rate for each program will be included in the applicable OCFS-approved Maximum State Aid Rates (MSARs) and Committee on Special Education (CSE) Maintenance Rates that will be in effect for the period of July 1, 2004, through June 30, 2005. Each local district's Foster Care Block Grant (FCBG) allocation will reflect the cost of the add-on rates.

Timely submission of claims for add-on rate payments, within the dates specified above, will provide OCFS with the necessary data for determining future allocations of the Worker Recruitment/Retention Add-On appropriation to reflect the relevant amount of each local district's expenditures.

III. Other

For general questions regarding this LCM, please contact:

Daniel Zeidman, (518) 474-9572; or through email at Daniel.Zeidman@dfa.state.ny.us

For claiming questions, please contact the following staff from the Office of Temporary and Disability Assistance (OTDA) Bureau of Financial Services as follows:

Regions 1 – 4: Virginia Scala, 518-474-7549; or through e-mail at Virginia.Scala@dfa.state.ny.us

Region 5: Michael Borenstein, 631-854-9704, or through e-mail at Michael.Borenstein@dfa.state.ny.us

Region 6: Marian Borenstein, 212-961-8250, or through e-mail at Marian.Borenstein@dfa.state.ny.us

Copies of this LCM should be shared with Child Welfare Staff and Accounting Supervisors.

Susan A. Costello s/s

Issued By:

Name: Susan A. Costello

Title: Deputy Commissioner for Administration

Division/Office: Administration