



DEPUTY COMMISSIONER
Office of Performance Improvement and Management Services
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February 3, 2016

(See Attached List)

Dear :

In accordance with the provisions of Section 170 of the Executive Law, the following are actions that the State Education Department (Department) has taken, or will be taking, to implement the recommendations contained in the Office of the State Comptroller's (OSC) Final Audit Report (2015-S-10) Compliance with the Reimbursable Cost Manual: Finger Lakes United Cerebral Palsy (Happiness House).

Recommendation 1:

Review the disallowances identified by our audit and, if warranted, make the necessary adjustments to Happiness House's reimbursement rates.

The Department is currently in the process of reviewing the Consolidated Fiscal Report (CFR) and OSC audit work papers and will make necessary adjustments and recover any overpayments as appropriate by recalculating tuition rates.

Recommendation 2:

Remind Happiness House officials of the pertinent SED guidelines that relate to the deficiencies we identified.

SED will continue to provide technical assistance whenever requested and will strongly recommend the Happiness House officials take advantage of our availability to help them better understand the standards for reimbursement as presented in Regulation and the Reimbursable Cost Manual (RCM). Furthermore, CFR training is available both in person, at one of the six locations it is offered across the State, and online on the Department's webpage. The Department recommends that all individuals signing the CFR certification statements, namely Executive Directors and Certified Public Accountants, complete this training. This training is a requirement for preschool special education providers upon approval and reapproval and the Department intends to require that this training be mandatory for all providers.

If you have any questions regarding this response, please contact Suzanne Bolling, Director of Special Education Fiscal Services at 518/486-7859.

Sincerely,

Sharon Cates-Williams

Enclosure

c: Pat Geary
Suzanne Bolling

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