



OFFICE OF THE SECRETARY  
208 Hurricane Lane, Suite #103  
Williston, Vermont 05495-2069

December 27, 2013

Mr. Darryl Mayes  
Director, Division of Cost Allocation  
Department of Health and Human Services  
26 Federal Plaza, Room 41-122  
New York, NY 10278

Mr. Mayes:

Below you will find various amendment notifications for cost allocation plans within the Vermont Agency of Human Services. These updates are effective October 1, 2013.

Agency of Human Services Central Office (AHSCO)

The Agency of Human Services Central Office (AHSCO) has identified new program codes appearing in VISION data. While these program codes have been added to the narrative and highlighted in red, we have included a chart of these additions below:

Plan Dept.	Plan Dept. Name	Allocation Method
37703.1	Exchange Lvl-1C IT - Staff	Per Approved Health Enterprise IAPD
37707.1	IEWS Training Staff	Per Approved health Enterprise IAPD
37717.1	IE HC 90/10 Staff	Per Approved Health Enterprise IAPD
37790.1	SIMS YR 1 Testing – Contracts	Per Approved SIM Grant
37991.1	SIMS YR 1 Testing – Staff	Per Approved SIM Grant
37535.1	Refugee Discretionary Targeted Assistance	Direct to Refugee Discretionary Targeted Assistance Grant

The Agency of Human Services Central Office (AHSCO) has updated program codes appearing in VISION data. While these program codes have been added to the narrative and highlighted in red, we have included a chart of these additions below:

Plan Dept.	Plan Dept. Name	Allocation Method
40450.1	AHS Field Services	Number of Staff Across AHS Results of Field Services Time Studies
37050.1	Admin Services Manager	Costs associated with Operations Coordinator Admin Services
41607.1	IEWS – Eligibility & Enrollment - Staff	Per Approved Health Enterprise IAPD
41642.1	MMIS - MES DDI Staff	Per Approved Health Enterprise IAPD
41763.1	Exchange Level 1 C Non-IT Staff and Operating	Per Approved Health Enterprise IAPD

Department for Children and Families (DCF)

The Department for Children and Families (DCF) has identified new program codes appearing in VISION data. While these program codes have been updated in the narrative and highlighted in red, we have included a chart below:

Plan Dept.	Plan Dept. Name	Allocation Method
37707	VIEWS Training Staff	Per Approved Health Enterprise IAPD
37708	VIEWS Staff w/ Level 1C	Per Approved Health Enterprise IAPD
37717	IE HC 90/10 Contracts	Per Approved Health Enterprise IAPD
40680	ADRC Med Reimb Pilot	Direct to ADRC Med Pilot
41763	Exchange Lvl 1C non-IT Staff	Per Approved Health Enterprise IAPD

The Department for Children and Families (DCF) has updated a program code appearing in VISION data. While this program code has been updated in the narrative and highlighted in red, we have included a chart below:

Plan Dept.	Plan Dept. Name	Allocation Method
41642	MES MMIS- DDI Staff	Per Approved Health Enterprise IAPD

Department of Disabilities, Aging and Independent Living

The Department of Disabilities, Aging and Independent Living (DAIL) has updated a program code appearing in VISION data. While all this program code has been added to the narrative and highlighted in red, we have included a chart of these additions below:

Plan Dept.	Plan Dept. Name	Allocation Method
37991 41767	SIMS Grant	Direct to SIMS Grant.

Department of Vermont Health Access (DVHA)

The Department of Vermont Health Access (DVHA) has identified new program codes appearing in VISION data. While all these program codes have been added to the narrative and highlighted in red, we have included a chart of these additions below:

Plan Dept.	Plan Dept. Name	Allocation Method
37702	Exchange Lvl 1C IT Contract	Per Approved Health Enterprise IAPD
37703	Exchange Lvl 1C IT Staff	Per Approved Health Enterprise IAPD
37704	HIE Contracts - Fair Share	Per Approved Health Enterprise IAPD
37706	VIEWS Training Contracts	Per Approved Health Enterprise IAPD
37707	VIEWS Training Staff	Per Approved Health Enterprise IAPD
37708	VIEWS Staff w/ Level 1C	Per Approved Health Enterprise IAPD
37716	IE HC 90/10 Contracts	Per Approved Health Enterprise IAPD
37717	IE HC 90/10 Staff	Per Approved Health Enterprise IAPD
37718	HSE Analytics Contracts	Per Approved Health Enterprise IAPD
37990	SIM YR 1 Testing-Contracts	Direct to SIM Grant
37991	SIM YR 1 Testing-Staff	Direct to SIM Grant
41774	TMSIS Staff	Direct to T-MSIS grant
41775	TMSIS Contract	Direct to T-MSIS grant

\* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

The Department of Vermont Health Access (DVHA) has updated program codes appearing in VISION data. While these program codes have been updated in the narrative and highlighted in red, we have included a chart below:

Plan Dept.	Plan Dept. Name	Allocation Method
41607	VIEWES Enrollment and Eligibility Staff	Per Approved Health Enterprise IAPD
41612	DDI - Provider Directory Contracts	Per approved Health Enterprise IAPD
41613	MMIS-DDI Contracts	Per approved Health Enterprise IAPD
41618	SOA Infrastructure Staff	Per approved Health Enterprise IAPD
41642	MMIS – DDI Staff	Per Approved Health Enterprise IAPD
41761	HSE Infstrctr Staff w/ Lvl 1C	Per Approved Health Enterprise IAPD
41762	VIEWES E&E contract w/ Lvl 1C	Per Approved Health Enterprise IAPD
41763	Exchange Lvl 1C non-IT Staff	Per Approved Health Enterprise IAPD
41764	Exchange Lvl 1C non-IT Contract	Per Approved Health Enterprise IAPD
41768	Exchange level 1b Non-IT Staff and Operating	Per Approved Health Enterprise IAPD
41769	Navigator - State	Per Approved Health Enterprise IAPD
41770	Navigator – Allocated	Per Approved Health Enterprise IAPD

The Department of Vermont Health Access (DVHA) has deleted program codes previously appearing in VISION data. While these program codes have been lined-through in the narrative and highlighted in red, we have included a chart below:

Plan Dept.	Plan Dept. Name	Allocation Method
41608	5010	Direct to 5010 IAPD
41702	Exchange Level 1 – IT Contractual	Per Approved Health Enterprise IAPD

#### Vermont Department of Health (VDH)

The Vermont Department of Health (VDH) has identified new program codes appearing in VISION data. While all these program codes have been added to the narrative and highlighted in red, we have included a chart of these additions below:

Plan Dept.	Plan Dept. Name	Allocation Method
41642	MES-DDI Staff	Direct to MES-DDI Staff
39637	Public Health Actions (1305)	Direct to Public Health Actions (1305)
41320	SNAP Nutrition Education	Direct to SNAP Nutrition Education
39816	ADAP SBIRT Gant- Infrastructure	Direct to SBIRT
39817	ADAP SBIRT Gant- Data Collection	Direct to SBIRT
39818	ADAP SBIRT Gant- Administration	Direct to SBIRT
39819	ADAP SBIRT Gant- Direct SBIRT Services	Direct to SBIRT
39861	Adolescent Treatment System Enhancement Grant - Infrastructure	Direct to Adolescent Treatment System Enhancement Grant
39868	Adolescent Treatment System Enhancement Grant - Direct Services	Direct to Adolescent Treatment System Enhancement Grant

\* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

Department of Mental Health

The Department of Mental Health (DMH) has identified new program codes appearing in VISION data. While all these program codes have been added to the narrative and highlighted in red, we have included a chart of these additions below:

Plan Dept.	Plan Dept. Name	Allocation Method
42650	Brattleboro Retreat – Medicaid	Direct to CRT Global Commitment (program)
42795	Psych Inpatient – Brattleboro Medicaid	Direct to BR Psych Inpatient Medicaid

The Department of Mental Health (DMH) has updated program codes appearing in VISION data. While these program codes have been updated in the narrative and highlighted in red, we have included a chart below:

Plan Dept.	Plan Dept. Name	Allocation Method
42773	Severely Serious Functional Impairment (SFI)	Direct to SFI (Investment)

The Department of Mental Health (DMH) has deleted program codes previously appearing in VISION data. While these program codes have been lined-through in the narrative and highlighted in red, we have included a chart below:

Plan Dept.	Plan Dept. Name	Allocation Method
42318	Facilities and Planning	Total Cost of All State Run Programs
42770	Child Trauma Grant	Direct to Child Trauma Grant

\* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

## Cost Impact Assessment

**Category 1** – Programs in this category are administrative allocations used to accurately reflect costs to federal benefiting programs across AHS. Overall there will be no federal effect with these new programs.

**Category 2** - Programs in this category are used to identify new grants 100% federally funded.

**Category 3** – Programs in this category are new or have been updated but have no adverse federal impact.

**Category 4** – Program codes being moved from one Planned Department category to another with no changes in funding.

**Category 5** – Updates in this category do have an adverse affect on federal funding.

**Category 6** – Updates in narrative wording only with no change in the actual allocation method.

**Category 7** – Deleted program. Program has expired or been terminated.

Note: All other program code changes identified in red on the CAP narrative are narrative updates only and have no impact on funding.

### Agency of Human Services Central Office (AHSCO)

The Agency of Human Services Central Office (AHSCO) has made the following changes to the Cost Allocation Plan this quarter.

**Category 3** – Programs in this category are new or have been updated but have no adverse federal impact.

- 37703.1 Exchange Lvl 1C IT - Staff
- 37707.1 VIEWS Training Staff
- 37717.1 IE HC 90/10 Staff
- 37790.1 SIMS YR 1 Testing – Contracts
- 37991.1 SIMS YR 1 Testing – Staff
- 37535.1 Refugee Discretionary Targeted Assistance
- 40450.1 AHS Field Services
- 37050.1 Admin Services Manager
- 41607.1 VIEWS – Eligibility & Enrollment - Staff
- 41642.1 MMIS - MES DDI Staff
- 41763.1 Exchange Level 1 C Non-IT Staff and Operating

### Department for Children and Families (DCF)

The Department for Children and Families (DCF) made updates to the narrative portion that serve only to clarify the language in the cost allocation plan. They do not result in any change in federal funding. Additionally, the following categories of updates were made.

**Category 3** – Programs in this category are new or have been updated but have no adverse federal impact.

- 40680 ADRC Med Reimb Pilot
- 37707 VIEWS Training Staff
- 37708 VIEWS Staff w/ Level 1C
- 37717 IE HC 90/10 Contracts
- 41763 Exchange Lvl 1C non-IT Staff

\* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

**Category 6** – Updates in narrative wording only with no change in the actual allocation method.

- 41642 MMIS- DDI Staff

*Department of Disabilities, Aging and Independent Living*

The Department of Disabilities, Aging and Independent Living (DAIL) has made the following changes to the Cost Allocation Plan this quarter.

**Category 3** – Programs in this category are new or have been updated but have no adverse federal impact.

- 37991 SIMS Grant

*Department of Vermont Health Access (DVHA)*

The Department of Vermont Health Access (DVHA) has made the following changes to the Cost Allocation Plan this quarter.

**Category 3** – Programs in this category are new or have been updated but have no adverse federal impact.

- 37702 Exchange Lvl 1C IT Contract
- 37703 Exchange Lvl 1C IT Staff
- 37704 HIE Contracts - Fair Share
- 37706 VIEWS Training Contracts
- 37707 VIEWS Training Staff
- 37708 VIEWS Staff w/ Level 1C
- 37716 IE HC 90/10 Contracts
- 37717 IE HC 90/10 Staff
- 37718 HSE Analytics Contracts
- 37991 SIM YR 1 Testing-Staff
- 37990 SIM YR 1 Testing-Contracts
- 41774 TMSIS Staff
- 41774 TMSIS Contract

**Category 6** – Updates in narrative wording only with no change in the actual allocation method.

- 41607 VIEWS Enrollment and Eligibility Staff
- 41612 DDI - Provider Directory Contracts
- 41613 MMIS-DDI Contracts
- 41618 SOA Infrastructure Staff
- 41642 MMIS – DDI Staff
- 41761 HSE Infrstctr Staff w/ Lvl 1C
- 41762 VIEWS E&E contract w/ Lvl 1C
- 41763 Exchange Lvl 1C non-IT Staff
- 41764 Exchange Lvl 1C non-IT Contract
- 41768 Exchange level 1b Non-IT Staff and Operating
- 41769 Navigator - State
- 41770 Navigator – Allocated

**Category 7** – Deleted program. Program has expired or been terminated.

- 41608 5010
- 41702 Exchange Level 1 – IT Contractual

\* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

Vermont Department of Health (VDH)

The Vermont Department of Health (VDH) has made the following changes to the Cost Allocation Plan this quarter.

**Category 1** – Programs in this category are administrative allocations used to accurately reflect costs to federal benefiting programs across AHS. Overall there will be no federal effect with these new programs.

- 41642 MES-DDI Staff

**Category 2** - Programs in this category are used to identify new grants 100% federally funded.

- 39637 Public Health Actions (1305)
- 39816 ADAP SBIRT Gant- Infrastructure
- 39817 ADAP SBIRT Gant- Data Collection
- 39818 ADAP SBIRT Gant- Administration
- 39819 ADAP SBIRT Gant- Direct SBIRT Services
- 39861 Adolescent Treatment System Enhancement Grant - Infrastructure
- 39868 Adolescent Treatment System Enhancement Grant - Direct Services

**Category 3** -- Programs in this category are new or have been updated but have no adverse federal impact.

- 41320 SNAP Nutrition Education

Department of Mental Health (DMH)

The Department of Mental Health (DMH) has made the following changes to the Cost Allocation Plan this quarter.

**Category 3** -- Programs in this category are new or have been updated but have no adverse federal impact.

- 42650 Brattleboro Retreat – Medicaid
- 42795 Psych Inpatient – Brattleboro Medicaid

**Category 6** – Updates in narrative wording only with no change in the actual allocation method.

- 42773 Severely Serious Functional Impairment (SFI)

**Category 7** – Deleted program. Program has expired or been terminated.

- 42318 Facilities and Planning
- 42770 Child Trauma Grant

\* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

We appreciate your cooperation. If you have any questions, please do not hesitate to contact Jim Giffin at (802) 241-2949.

Sincerely,



Douglas A. Racine  
Secretary  
Agency of Human Services

cc:

Ben Black  
Bill Kelly  
Bill Snyder  
Cara McSherry  
Carrie Hathaway  
Christine Brown  
Diane Cummings  
Ed Dwinell  
Gary Leach  
Heidi Hall  
Hugh McCaslin

Jill Gould  
Jim Euber  
Jim Giffin  
Jim Mall  
Joan Adams  
Judy Morse  
Leo Clark  
Marti Sterin  
Mary Ann Alligood  
Megan Vezina  
Mike Mooradian

Monica Light  
Patrick Burke  
Paul Daley  
Paula Lefebvre  
Peter Bestenbostel  
Ray Stout  
Richard Donahey  
Rob Roberts  
Shannon Thompson  
Sherie Barbour  
Victoria Alberghini

\* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

## State and Local Cost Allocation Plans

### CERTIFICATION OF CENTRAL SERVICE COST ALLOCATION PLAN

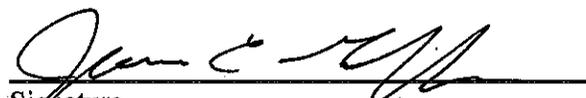
This is to certify that I have reviewed the cost allocation plan submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal dated December 27, 2013 to establish cost allocations or billings for the quarter ending December 31, 2013 are allowable in accordance with the requirements of OMB Circular A-87, "Cost Principles for State, Local, and Indian Tribal Governments," and Federal award(s) to which they apply. Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the awards to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have accounted for consistently.

I declare that the foregoing is true and correct.

Vermont Agency of Human Resources  
Government Unit

  
Signature

James C. Giffin  
Name of Official

Agency Financial Operations Manager  
Title

December 30, 2013  
Date of Execution