



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

June 29, 2012

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

Dear Mr. Aaronson:

Below you will find various amendment notifications for cost allocation plans within the Vermont Agency of Human Services. These updates are effective April 1, 2012.

Agency of Human Services Central Office (AHSCO)

The Agency of Human Services Central Office (AHSCO) has updated a program codes appearing within 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
37013.1	Medicaid Unit	Direct to <del>DVHA</del> Medicaid Administration
37101.1	<del>Director of Health Care Operations, Compliance and Improvement Staff</del>	Direct to Medicaid Administration
37110.1	<del>AHS Healthcare Operations, Compliance and Improvement Support Staff</del>	<del>Results of Time Study based on one month each quarter for 100% of time</del> Direct to Medicaid Administration
37711.1	<del>Money Follows the Person (MFP) Rebalancing Grant Demonstration - Choices for Care - Dual Eligibility</del>	Direct to <del>Money Follows the Person</del> Dual Eligibility
37965.1	SerVermont - Administrative	Direct to SerVermont
42016.1	Health Care Administration	Direct to <del>DVHA</del> Medicaid Administration
37700.1	Health Care Administration	Direct to <del>DVHA</del> Medicaid Administration
37180.1	Misc. Grants and Contracts	<del>Misc. Grants and Contracts</del> Number of Staff Across AHS
37185.1	High Risk Pool	<del>Misc. Grants and Contracts</del> Direct to DAIL/DMH Based on Client Count

\* 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 for Children and Families (DCF)

The Department for Children and Families (DCF) 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
41252	EBT Farmers MKT	Direct to EBT Farmers MKT
40967	FEMA	Direct to FEMA
40175	Strengthening Families	Direct to MCO
40180	CIS Intake Coordinator	Direct to GC

The Department for Children and Families (DCF) has updated program codes 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
40705 Moved from Family Services	Health Care – Citizenship	Direct to Global Commitment
41185 Moved from Field Operations	Financial Eligibility Specialists/Interviewers/Call Center Agents	Results of the Economic Assistance time study
41261	EBT Financial Administrator	Direct to TANF, and SNAP Benefits Issued, and WIC (Based on Case Count Statistics from Monthly Invoice)

Department of Disabilities, Aging and Independent Living

The Department of Disabilities, Aging and Independent Living (DAIL) 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
43520	Dementia Grant	Direct to Dementia Grant
43570	State Health Insurance Program	Direct to State Health Insurance Program Grant
43890	State Plan Administration and National Family Care Supplemental (III-E)	Direct to Admin on Aging National Family Care Supplemental III-E
43902	MFP – ADRC	Direct to MFP Grant
43958	AOA ADRC Program Grant	Direct to MFP Grant
43897	MFP – Transition Coordinators Travel Time	Direct to MFP Grant
43898	MFP – Transition Coordinators Education Time	Direct to MFP 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.

Plan Dept.	Plan Dept. Name	Allocation Method
43901	MFP – Transition Coordinators Case Management Time (skilled nursing)	Direct to MFP Grant
43902	MFP – ADRC	Direct To MFP

The Department of Disabilities, Aging and Independent Living (DAIL) has updated program codes 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
43896	Money Follows the Person – general admin	Direct to MFP 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
41616	CMS HIT 4201 PAPD	Direct to CMS 4201 HIT PAPD
41697	Reimbursement Unit	Quarterly Enrollment for Global Commitment, Choices for Care, CHIP, and All Other benefiting Programs
41698	Substance Abuse Initiative	Quarterly Enrollment for Global Commitment, Choices for Care, CHIP, and All Other benefiting Programs
41699	Managed Care and Compliance	Quarterly Enrollment for Global Commitment, Choices for Care, CHIP, and All Other benefiting Programs

The Department of Vermont Health Access (DVHA) has deleted a program code 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
41616	CMS HIT4201 PAPD	Direct to CMS 4201 HIT PAPD

Vermont Department of Health (VDH)

The Vermont Department of Health (VDH) has identified a new 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
39554	Family Planning Look-alike	Direct to Family Planning (MCO Investments)

\* 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 Vermont Department of Health (VDH) has deleted a program codes appearing in VISION data with no adverse affect on Federal Funding. 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
39002	Administration- Health Departmental and Mental Health Department less VSH	Relative Share of Salaries of the Departments of Mental Health and Health minus VSH.
39348	ARRA Healthcare-Associated Infections	Direct to ARRA Healthcare-Associated Infections

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

Plan Dept.	Plan Dept. Name	Allocation Method
42780	Direct Acute Patient Care - Non-Springfield	Direct to Global Commitment Fund-for acute psych care
42781	Direct Acute Patient Care - Springfield	Direct to <del>General Fund</del> Springfield Psych Inpatient
42784	Housing Subsidies	Direct to Housing Subsidies
42785	Psych Inpatient - RPMC - GC Invest	Direct to RPMC Psych Inpatient final receiver.
42786	Psych Inpatient -BR - GC Invest	Direct to BR Psych Inpatient final receiver
42787	Psych Inpatient - RPMC - GC XIX	Direct to RPMC Psych Inpatient Medicaid final receiver.
42788	Psych Inpatient - FAHC - GC Invest	Direct to FAHC Psych Inpatient final receiver.
42789	Psych Inpatient - FAHC - GC XIX	Direct to FAHC Psych Inpatient Medicaid final receiver.
42791	Psychiatric Services B	Costs allocated to Psych Inpatient final receivers based on number of beds.
42792	Psychiatric Services C	Costs allocated to Psych Inpatient final receivers based on number of beds.
42793	Psychiatric Services D	Costs allocated to Psych Inpatient final receivers based on number of beds.
42794	Psychiatric Services E	Costs allocated to Psych Inpatient final receivers based on number of beds.
42912	Springfield - Global Commitment	Direct to Springfield Global Commitment final receiver

The Department of Mental Health (DMH) has deleted a program codes appearing in VISION data with no adverse affect on Federal Funding. 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
42755	<del>CoSIG - Co-occurring disorders State Incentive Grant</del>	Direct to CoSIG

\* 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 two 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.

- 37013.1Medicaid Unit
- 37101.1Director of Health Care Operations, Compliance and Improvement. Staff
- 37110.1AHS Healthcare Operations, Compliance and Improvement Support Staff
- 37711.1Money Follows the Person (MFP) Rebalancing Grant Demonstration – Choices for Care –Dual Eligibility
- 37965.1SerVermont - Administrative
- 42016.1Health Care Administration
- 37700.1Health Care Administration
- 37180.1Misc. Grants and Contracts
- 37185.1High Risk Pool

\* 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 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 2** - Programs in this category are used to identify new awards 100% federally funding.

- 41252 - EBT Farmers Market for POS equipment
- 40967 - FEMA grant will be used to assist victims of Tropical Storm Irene through the provision of long-term disaster case management services.

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

- 41261 - EBT Financial Administrator
- 40175 - Strengthening Families
- 40180 - CIS Intake Coordinator

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

- 40705 - Health Care – Citizenship
- 41185 - Financial Eligibility Specialists/Interviewers/Call Center Agents

Department of Disabilities, Aging and Independent Living

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

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

- 43520 - Dementia Grant
- 43570 - State Health Insurance Program
- 43890 - State Plan Administration and National Family Care Supplemental (III-E)
- 43902 - MFP – ADRC
- 43958 - AOA ADRC Program Grant
- 43897 - MFP – Transition Coordinators Travel Time
- 43898 - MFP – Transition Coordinators Education Time
- 43901 - MFP – Transition Coordinators Case Management Time (skilled nursing)
- 43902 - MFP – ADRC
- 43896 - Money Follows the Person – General Administration

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 created or have been updated to facilitate the tracking of expenditures in an accurate fashion and have no federal impact.

- 41616 CMS HIT 4201 PAPD
- 41697 Reimbursement Unit
- 41698 Substance Abuse Initiative
- 41699 Managed Care and Compliance

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

- 41616 CMS HIT4201 PAPD

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

- 39554 - Family Planning Look-alike

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

- 39002 Administration- Health Departmental and Mental Health Department less VSH (DELETED)
- 39348 ARRA Healthcare-Associated Infections (DELETED)

Department of Mental Health (DMH)

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

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

- 42780 - Direct Acute Patient Care - Non-Springfield
- 42781 - Direct Acute Patient Care – Springfield
- 42784 - Housing Subsidies
- 42785 - Psych Inpatient – RRMC – GC Invest
- 42786 - Psych Inpatient –BR – GC Invest
- 42787 - Psych Inpatient – RRMC – GC XIX
- 42788 - Psych Inpatient – FAHC – GC Invest
- 42789 - Psych Inpatient – FAHC – GC XIX
- 42791 - Psychiatric Services B
- 42792 - Psychiatric Services C
- 42793 - Psychiatric Services D
- 42794 - Psychiatric Services E
- 42912 - Springfield - Global Commitment

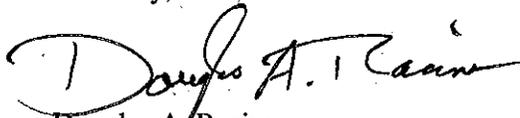
**Category 7** – Deleted program. Program has expired or been terminated.

- 42755 - CoSIG - Co-occurring disorders State Incentive 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) 871-3005.

Sincerely,



Douglas A. Racine  
Secretary  
Agency of Human Services

cc:

Al Johnson  
Ben Black  
Bill Kelly  
Brenda Fox-Howard  
Cara McSherry  
Carrie Hathaway  
Christine Brown  
Connie Harrison  
David Cameron  
David Cohen  
Ed Dwinell  
Gary Leach

Heidi Hall  
Hugh McCaslin  
Jill Gould  
Jim Euber  
Jim Giffin  
Jim Mall  
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Patrick Burke  
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Ray Stout  
Richard Donahey  
Rob Roberts  
Sarah Walcott  
Shannon Thompson  
Sherie Barbour  
Victoria Alberghini

## 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 June 29, 2012 to establish cost allocations or billings for the quarter ending June 30, 2012 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

June 27, 2012

Date of Execution