



OFFICE OF THE SECRETARY  
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March 28, 2014

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 January 1, 2014.

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
37095.1	DMH Business Administrator	Directly charged to DMH
37250.1	Human Resources Investigation Staff	Direct to General Fund

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
37120.1	Single Audit-State Auditor's Office Financial Statement and Internal Controls along with OMB A-133 Compliance Reviews	Audit cost for Financial Statement, and Internal Controls, and Compliance Costs are is allocated to all Departments based on allocations provided by the State Auditor's Office. <del>Compliance costs are allocated to all federal programs based on the specific number of State Auditor's Office contractor staff hours billed to each CFDA number.</del>
40450.01	AHS Field Services	Number of Non-Institutional Staff Across AHS
41002.1	Service Coordination	Number of Non-Institutional Staff Across AHS
41003.1	Direct Service Dollars	Number of Non-Institutional Staff Across AHS
41772.1	ACA CAQH Staff Costs	Direct to ACA CAQH 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
37716	IE HC 90/10 Contracts	Per Approved Health Enterprise IAPD
41363	Farm To Family Ladies First	Direct to Farm to Family

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
37717	IE HC 90/10 <del>Contracts</del> Staff	Per Approved Health Enterprise IAPD
41261	EBT Financial Administrator	Direct to TANF, SNAP Benefits Issued, Fuel, and WIC (Based on Case Count Statistics from Monthly Invoice)

Department of Disabilities, Aging and Independent Living

The Department for Disabilities, Aging and Independent Living (DAIL) 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
37991	SIMS Grant	Direct to SIMS Grant
43991	Senior Community Service Employment Program	Direct to Senior Community Service Employment Program

The Department for Disabilities, Aging and Independent Living (DAIL) 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
41072	OVHA SPAP Grant (DDSD & ASD)	Direct to SPAP Grant
43625	ARRA Blind Independent Living Part B (DBVI)	Direct to Independent Living Grant Part B - ARRA
43635	ARRA Blind Independent Living Part C (DBVI)	Direct to Independent Living Grant Part C - ARRA
43655	ARRA DBVI Section 110 (DBVI)	Direct to Section 110 (Blind)
43775	ARRA VR Independent Living Part B (DVR)	Direct to Section 110 (Voc Rehab) - ARRA
41635	Medicare Part D (DVR)	Direct to Medicare Part D
43720	Counseling and Assistance (DVR)	Direct to SSDI Benefit Offset
43899	Welfare to work (DVR)	Direct to Reach Up - Pilot
43900	Medicaid Infrastructure Grant	Direct to Medicaid Infrastructure Grant
43910	DET Grant (DVR)	Direct to DET Grant
43962	Mathematica Policy and Research Grant (DVR)	Direct to Mathematica Policy & Research Grant
43891	ARRA Senior Community Service Employment Program (ASD)	Direct to Senior Community Service Employment Program
43892	ARRA Congregate Meals III-C-1 (ASD)	Direct to AAA Congregate Meals III-C-1 (ARRA)

\* 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.

43893	ARRA Home Delivered Meals III-C-2 (ASD)	Direct to AAA Delivered Meals III-C-2 (ARRA)
43894	ARRA Chronic Disease Self-Management Program (ASD)	Direct to ARRA CDSMP
43997	Quality Assurance/Quality Improvement Grant (ASD)	Direct to CMS QA/QI
43520	Dementia Grant (ASD & Commissioner's Office)	Direct to Dementia Grant
43540	AoA Irene Disaster Assistance (ASD)	Direct to AoA Irene Disaster Assistance
43958	ADRC Program Grant (ASD & Commissioner's Office)	Direct to ADRC program Grant
43971	ADRC Options Counseling (ASD & Commissioner's Office)	Direct to ADRC – Options Counseling
43220	Baseline Validation (DLP)	Direct to Global Commitment
43230	Prior Authorization Program (DLP)	Direct to Global Commitment
39610	Autism Grant Through VDH (DDSD)	Direct to Autism 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
37719	HES SOA Software	Per Approved Health Enterprise IAPD
41643	Vermont Premium Assistance	Direct to GC
41644	Cost Sharing Reduction	Direct to State Only

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
41696	Exchange Level 1 Staff and Operating (Non-IT)	Per Approved Health Enterprise IAPD
41760	Exchange Level 1 – non-IT consulting/contractual	Per Approved Health Enterprise IAPD

Vermont Department of Health (VDH)

The Vermont Department of Health (VDH) has updated 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
39365	Mammograms for Younger Woman- Komen Breast Services	Direct to Mammograms for Younger Woman

The Vermont Department of Health (VDH) has deleted program codes previously appearing in VISION data. While these program codes have been lined-through in the narrative and

\* 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.

highlighted in red, we have included a chart below:

Plan Dept.	Plan Dept. Name	Allocation Method
39366	Ancillary Breast Cancer Treatment	Direct to Ladies First
39480	CLIA	Direct to CLIA
39610	Autism	Direct to Autism

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
37991	SIMS Testing - Staff	Direct to the SIM Grant (federal)
42796	Psych Inpatient – AHC – GC Investment	Direct to AHC Psych Inpatient final receiver (GC Investment)
42797	Psych Inpatient – AHC – GC Medicaid	Direct to AHC Psych Inpatient final receiver (GC Medicaid)
42942	Admin & Gen/Exec/BO/QA	Direct to VPCH Final (GCI)
42943	Adult Gen Routine Care/Clinic	Direct to VPCH Final (GCI)
42944	Social Service Admin/Vol & Lib	Direct to VPCH Final (GCI)
42945	Medical Records	Direct to VPCH Final (GCI)
42946	Nursing Administration	Direct to VPCH Final (GCI)
42947	Ancillary & Laboratory Services	Direct to VPCH Final (GCI)
42948	Occupational Therapy	Direct to VPCH Final (GCI)
42949	Physical Therapy	Direct to VPCH Final (GCI)
42950	Pharmacy	Direct to VPCH Final (GCI)
42951	Housekeeping	Direct to VPCH Final (GCI)
42952	Dietary	Direct to VPCH Final (GCI)
42953	Laundry and Linen	Direct to VPCH Final (GCI)
42954	Electronic Health Record – VPCH	Direct to VPCH Final (GCI)

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
42005	Data Infrastructure	Direct to Data Collection Grant Infrastructure
42771	Data Infrastructure Staff Costs	Allocated to Data Infrastructure grant and all DMH programs
41642	MMIS – DDI Staff	Per Approved Health Enterprise IAPD
42641	Special Services – Adults	Direct to Special Services (Global Commitment Investment)
42642	Special Services – Children	Direct to Special Services (Global Commitment Investment)
42647	Brattleboro Retreat-CRT Clients	Direct to CRT Doc/Hospital (Global Commitment Investment)

\* 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.

42730	Case Rate Payments	Direct to CRT Case Rate Payments
42740	CRT Doc/Hospital for Adults	Direct to CRT Doc/ Hospital
42760	Outpatient Services for Adults	Direct to Outpatient Services for Adults (Global Commitment Investment)
42780	Direct Acute Patient Care - All Facilities Excluding Springfield	Direct to Acute Care – Non-Springfield (Global Commitment Investment)
42781	Direct Acute Patient Care - Springfield	Direct to Direct Acute Care – Springfield (State General Fund)
42913	Duxbury Residential Program	Direct to Duxbury Residential Program (GCI)
42914	Morrisville Facility Lease	Direct to Facility Lease GMPCC (GCI)
42915	Secure Residential Lease	Direct to Secure Residential Lease (GCI)
42920	Admin & Gen/Exec/BO/QA	Direct to GMPCC Final (GCI)
42921	Adult Gen Routine Psych Care	Direct to GMPCC Final (GCI)
42922	Social Service Admin/Vol & Lib	Direct to GMPCC Final (GCI)
42923	Medical Records	Direct to GMPCC Final (GCI)
42924	Nursing Administration	Direct to GMPCC Final (GCI)
42925	Nursing Ed	Direct to GMPCC Final (GCI)
42926	Ancillary & Laboratory Services	Direct to GMPCC Final (GCI)
42927	Occupational Therapy	Direct to GMPCC Final (GCI)
42928	Physical Therapy	Direct to GMPCC Final (GCI)
42929	Pharmacy	Direct to GMPCC Final (GCI)
42930	Housekeeping	Direct to GMPCC Final (GCI)
42931	Dietary	Direct to GMPCC Final (GCI)
42932	Barber/Beauty shop	Direct to GMPCC Final (GCI)

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
42790	Psychiatric Services – Doctor A	Costs allocated to Psych Inpatient final receivers based on number of beds for Doctor A
42791	Psychiatric Services – Doctor B	Costs allocated to Psych Inpatient final receivers based on number of beds for Doctor B
42792	Psychiatric Services – Doctor C	Costs allocated to Psych Inpatient final receivers based on number of beds for Doctor C
42793	Psychiatric Services – Doctor D	Costs allocated to Psych Inpatient final receivers based on number of beds for Doctor D
42794	Psychiatric Services – Doctor E	Costs allocated to Psych Inpatient final receivers based on number of beds for Doctor E
42941	Brattleboro Retreat – PNMI clients	Direct to Global Commitment (Investment)

\* 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.

- 37120.1            Single Audit-State Auditor’s Office Financial Statement and Internal Controls along with OMB A-133 Compliance Reviews
- 40450.1            AHS Field Services
- 37095.1            DMH Business Administrator
- 37250.1            Human Resources Investigation Staff
- 41772.1            ACA CAQH Staff Costs
- 41002.1            Service Coordination
- 41003.1            Direct Service Dollars

### 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.

- 37716            IE HC 90/10 Contracts
- 41261            EBT Financial Administrator
- 41363            Farm To Family Ladies First
- 37717            IE HC 90/10 Contracts

### 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
- 43991            Senior Community Service Employment Program

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

- 41072 OVHA SPAP Grant (DDSD & ASD)
- 43625 ARRA Blind Independent Living Part B (DBVI)
- 43635 ARRA Blind Independent Living Part C (DBVI)
- 43655 ARRA DBVI Section 110 (DBVI)
- 43775 ARRA VR Section 110 (DVR)
- 43755 ARRA VR Independent Living Part B (DVR)
- 41635 Medicare Part D (DVR)
- 43720 Counseling and Assistance (DVR)
- 43899 Welfare to Work (DVR)
- 43900 Medicaid Infrastructure Grant
- 43910 DET Grant (DVR)
- 43962 Mathematica Policy and Research Grant (DVR)
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- 43892 ARRA Congregate Meals III-C-1 (ASD)
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- 43894 ARRA Chronic Disease Self-Management Program (ASD)
- 43997 Quality Assurance/Quality Improvement Grant (ASD)
- 43520 Dementia Grant (ASD & Commissioner's Office)
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- 43958 ADRC Program Grant (ASD & Commissioner's Office)
- 43971 ADRC Options Counseling (ASD & Commissioner's Office)
- 43220 Baseline Validation (DLP)
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- 39610 Autism Grant Through VDH (DDSD)

**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.**

- 37719 HSE SOA Software
- 41643 Vermont Premium Assistance
- 41644 Cost Sharing Reduction

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

- 41696 Exchange Level 1 Staff and Operating (Non-IT)
- 41760 Exchange Level 1 – Non-IT Consulting/Contractual

**Vermont Department of Health (VDH)**

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

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

- 39365 Komen Breast Services

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

- 39366 Ancillary Breast Cancer Treatment
- 39480 CLIA
- 39610 Autism

\* 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 (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.

- 37991 SIMS Testing
- 42005 Data Infrastructure
- 42771 Data Infrastructure Staff Costs
- 42796 Psych Inpatient – AHC - GC Investment
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- 42942 Admin & Gen/Exec/BO/QA
- 42943 Adult Gen Routine Care/Clinic
- 42944 Social Service Admin/Vol & Lib
- 42945 Medical Records
- 42946 Nursing Administration
- 42947 Ancillary & Laboratory Services
- 42948 Occupational Therapy
- 42949 Physical Therapy
- 42950 Pharmacy
- 42952 Dietary
- 42953 Laundry and Linen
- 42954 Electronic Health Records – VPCH

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

- 41642 MMIS – DDI Staff
- 42641 Special Services – Adults
- 42642 Special Services – Children
- 42647 Brattleboro Retreat – CRT Clients
- 42730 Case Rate Payments
- 42740 CRT Doc/Hospital for Adults
- 42760 Outpatient Services for Adults
- 42780 Direct Acute Patient Care – All Facilities Excluding Springfield
- 42781 Direct Acute Patient Care – Springfield
- 42913 Duxbury Residential Program
- 42914 Morrisville Facility Leas
- 42915 Secure Residential Lease
- 42920 Admin & Gen/Exec/BO/QA
- 42921 Adult Gen Routine Psych Care
- 42922 Social Service Admin/Vol & Lib
- 42923 Medical Records
- 42924 Nursing Administration
- 42925 Nursing Ed
- 42926 Ancillary & Laboratory Services
- 42927 Occupational Therapy
- 42928 Physical Therapy
- 42929 Pharmacy
- 42930 Housekeeping
- 92931 Dietary
- 42932 Barber/Beauty Shop

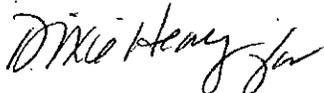
\* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

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

- 42790 Psychiatric Services Doctor A
- 42791 Psychiatric Services Doctor B
- 42792 Psychiatric Services Doctor C
- 42793 Psychiatric Services Doctor D
- 42794 Psychiatric Services Doctor E
- 42941 Brattleboro Retreat PNMI Clients

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  
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Sherie Barbour  
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\* 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 **March 28, 2014** to establish cost allocations or billings for the quarter ending **March 31, 2014** 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

March 28, 2014  
Date of Execution

\* 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.