



## Office of Children and Family Services

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Governor

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Commissioner

### Local Commissioners Memorandum

|                                     |                                                                                                                                                                                                                                                                                                                                                           |
|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Transmittal:</b>                 | 20-OCFS-LCM-19                                                                                                                                                                                                                                                                                                                                            |
| <b>To:</b>                          | Local Department of Social Services<br>Commissioners<br>Local Department of Social Services<br>Directors of Services                                                                                                                                                                                                                                      |
| <b>Issuing<br/>Division/Office:</b> | Child Welfare and Community Services<br>Administration                                                                                                                                                                                                                                                                                                    |
| <b>Date:</b>                        | December 8, 2020                                                                                                                                                                                                                                                                                                                                          |
| <b>Subject:</b>                     | <b>CAPTA/CARA State Grant FY2020</b>                                                                                                                                                                                                                                                                                                                      |
| <b>Contact<br/>Person(s):</b>       | See pages 4 and 5.                                                                                                                                                                                                                                                                                                                                        |
| <b>Attachments:</b>                 | Attachment A: <i>SFY 2020-21 District Allocation Amounts</i><br>Attachment B: <i>Attestation of Use of CAPTA/CARA Funds</i><br>Attachment C: <i>Comparable Groups</i><br>Attachment D: <i>CAPTA/CARA Grant for Plans of Safe<br/>Care Quarterly Report</i><br>Attachment E: <i>Attachment for U.S. Department of Health and Human<br/>Services Grants</i> |

#### I. Purpose

The purpose of this Local Commissioners Memorandum (LCM) is to advise local social services districts (districts) of the availability of federal Child Abuse Prevention and Treatment Act (CAPTA) Comprehensive Addiction and Recovery Act of 2016 (CARA) funds in the State Fiscal Year (SFY) 2020-21. The Consolidated Appropriations Act of 2018 has made \$4,841,430 in federal funds available to New York State during Federal Fiscal Year FFY 2020. The purpose of this funding is to help states improve their response to families and infants affected by substance use disorders (both alcohol and drugs). The New York State Office of Children and Family Services (OCFS) intends to make available to districts \$3,620,000 of the federal CARA funds each year for the next three years, contingent on New York State receiving these federal funds each year. This LCM also provides information on each district's allocation, how districts may use the funds, and planning and claiming requirements. There are no notable changes from last year's issuance of this LCM.

### III. Program Implications

Districts must use the funds to hire or to contract for a full-time or part-time behavioral health consultant or public health nurse to work alongside CPS and preventive services caseworkers, to identify and support the behavioral health needs of both the adults and children where substance abuse is an issue. This includes the development, implementation, and monitoring of the plan of safe care for children born prematurely who were exposed to substances. It is required that the behavioral health consultant or public health nurse be co-located on-site at the district. Small districts will receive \$50,000, medium districts \$70,000, and large districts \$90,000. The district size for this purpose is based on the comparable groups as noted in Attachment C. OCFS established comparable groups to permit meaningful comparison between counties with similar child welfare populations.

Local districts must provide or contract for services provided by a behavioral health clinician or public health nurse who is knowledgeable or will become knowledgeable about the CPS process and requirements. The behavioral health clinician or public health nurse must do the following:

- Accompany CPS and preventive caseworkers in the field to visit with identified families using a screening tool (e.g., Uncope+) and/or provide direct consultation with CPS/preventive caseworkers regarding families who might benefit from substance abuse screening
- Conduct screenings for adults and/or children for early identification of substance abuse treatment needs
- Assist in the development, implementation, and monitoring of the plan of safe care for any infant born to a parent with a positive toxicology screen, an infant identified as being affected by substance abuse or withdrawal symptoms or a Fetal Alcohol Spectrum Disorder
- Provide clinical assessments and documentation to support the CPS process
- Use knowledge of resources within the local district to provide referrals for identified children and/or adults who may need ongoing services

To receive the allocated funds, districts must complete Attachment B, *Attestation of Use of CAPTA/CARA Funds*, and must indicate on the form how they will utilize these funds, either to hire a full-time or part-time behavioral health consultant or public health nurse. Funds can be used for the cost of salary, fringe benefits, and travel costs, and must be spent by November 30, 2021.

To receive the funds, districts must submit **Attachment B** to: [ocfs.sm.cara.pqi@ocfs.ny.gov](mailto:ocfs.sm.cara.pqi@ocfs.ny.gov) by **December 30, 2020**, (date to be determined) that includes the following information:

- If the funds will be used to hire a full-time or part-time behavioral health consultant/public health nurse
- If the funds will be used to contract for a full-time or part-time behavioral health consultant/public health nurse
- If you plan on sharing a behavioral health consultant/public health nurse, and if so with what county

**Attachment A****SFY 2020-21 District Allocation Amounts**

| <b>District</b>    | <b>Allocation</b> | <b>District</b> | <b>Allocation</b> |
|--------------------|-------------------|-----------------|-------------------|
| Albany             | \$90,000          | Onondaga        | \$90,000          |
| Allegany           | \$50,000          | Ontario         | \$70,000          |
| Broome             | \$70,000          | Orange          | \$90,000          |
| Cattaraugus        | \$70,000          | Orleans         | \$50,000          |
| Cayuga             | \$70,000          | Oswego          | \$70,000          |
| Chautauqua         | \$70,000          | Otsego          | \$50,000          |
| Chemung            | \$70,000          | Putnam          | \$50,000          |
| Chenango           | \$50,000          | Rensselaer      | \$70,000          |
| Clinton            | \$70,000          | Rockland        | \$70,000          |
| Columbia           | \$50,000          | Saint Lawrence  | \$70,000          |
| Cortland           | \$50,000          | Saratoga        | \$70,000          |
| Delaware           | \$50,000          | Schenectady     | \$70,000          |
| Dutchess           | \$70,000          | Schoharie       | \$50,000          |
| Erie               | \$90,000          | Schuyler        | \$50,000          |
| Essex              | \$50,000          | Seneca          | \$50,000          |
| Franklin/St. Regis | \$50,000          | Steuben         | \$70,000          |
| Fulton             | \$70,000          | Suffolk         | \$90,000          |
| Genesee            | \$50,000          | Sullivan        | \$70,000          |
| Greene             | \$50,000          | Tioga           | \$50,000          |
| Herkimer           | \$50,000          | Tompkins        | \$50,000          |
| Jefferson          | \$70,000          | Ulster          | \$70,000          |
| Lewis              | \$50,000          | Warren          | \$50,000          |
| Livingston         | \$50,000          | Washington      | \$70,000          |

**Attachment B****Attestation of Use of CAPTA/CARA Funds**

This is to certify that Albany County social services district will use the allocation of these funds authorized in the amount of \$ 90,000 to hire or contract with a behavioral health consultant or public health nurse who will be co-located within the district for the purpose of developing, implementing, and monitoring plans of safe care for infants affected by prenatal exposure to substance abuse and their caregivers.

Such funds will not be used to supplant any other state or local funds. Claims for reimbursement under this appropriation will not be submitted for the same type and level of funding covered by any other state or locally authorized appropriation.

**Plan for use of funds:**

- ☐ Hiring or contracting for a part-time behavioral health consultant
- ☐ Hiring or contracting for a full-time behavioral health consultant
- ☐ Hiring or contracting for a part-time public health nurse
- ☒ Hiring or contracting for a full-time public health nurse

Name of person completing the form:

Date:

12/24/20

Moira Manning

Name of commissioner:

Moira Manning

Commissioner's signature



Date:

12/24/20