

AMENDED FISCAL REPORTS

For Fiscal Years:

July 1, 2014 to June 30, 2015

July 1, 2015 to June 30, 2016

July 1, 2016 to June 30, 2017

Bedford County Children and Youth Agency

January 2019



Commonwealth of Pennsylvania
Department of the Auditor General

Eugene A. DePasquale • Auditor General



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**EUGENE A. DePASQUALE
AUDITOR GENERAL**

The Commissioners of Bedford County
Bedford County Children and Youth Services
200 South Julianna Street
Bedford, PA 15522

Dear Commissioners:

We have fulfilled the requirements pursuant to authority derived from Act 148 of 1976, as amended, (62 P.S. § 704.1(a)(4)) for the submitted CY-370 Expenditure Report, the CY-370A Revenue Report, and the CY-348 Fiscal Summary, hereinafter referred to as the submitted fiscal reports, and the related financial records of the Bedford County Children and Youth Agency (agency), legally known as Bedford County Children and Youth Services, for the purpose of ascertaining and certifying the actual Commonwealth expenditures incurred on behalf of children residing within the County for the fiscal years July 1, 2014 to June 30, 2015, July 1, 2015 to June 30, 2016, and July 1, 2016 to June 30, 2017. The scope of our engagement was limited to the fiscal reports submitted to the Department of Human Services (DHS) as part of the Act 148 Invoice Packages for the fiscal years ended June 30, 2015, June 30, 2016, and June 30, 2017.

Preparation of the submitted fiscal reports, and compliance with children, youth, and families regulations, are the responsibility of agency management. Our engagement procedures included a review of selected agency records, and other procedures we deemed necessary, to enable us to ascertain and certify the actual Commonwealth expenditures incurred on behalf of children residing within the County and to determine the County's compliance¹ with certain provisions of 55 Pa. Code, Part V. Children, Youth, and Families Manual, Subpart C, Chapters 3140 and 3170 (55 Pa. Code §§ 3140.1 *et seq.* and 3170.1 *et seq.*), but was not required to be and was not conducted in accordance with professional auditing or attestation standards. We believe that our engagement procedures provided us a reasonable basis to ascertain and certify the actual Commonwealth expenditures incurred on behalf of children residing within Bedford County.

¹ The Child Protective Services Law (CPSL), 23 Pa.C.S. § 6301 *et seq.*, requires the conduct of criminal background checks and child abuse history clearances (certifications) for all employees and direct volunteers of county children and youth (C&Y) agencies, as well as the volunteers/employees of their contractors (providers) and subcontractors (sub-recipients). To ensure adherence to these requirements, the Commonwealth DHS has assigned monitoring responsibilities to internal offices and bureaus based on the types of services provided. However, the safety of children receiving services from/through these agencies may be at risk due to significant control deficiencies related to the CPSL adherence that exist within C&Y agencies and the Commonwealth DHS. Details regarding these deficiencies are further outlined in the Observation included in this report.

We certify that the enclosed amended fiscal reports fairly present, in all material respects, the total Commonwealth expenditures paid on behalf of children residing within the county for the 2014-2015, 2015-2016, and 2016-2017 fiscal years based on the accrual basis of accounting.²

Adjustments to the agency's submitted fiscal reports resulting from the procedures we performed during this engagement are as follows:

- For the **2014-2015 fiscal year**, our engagement resulted in two adjustments being made to the agency's submitted fiscal reports. These adjustments in total impacted the agency's Final Net State Share by reclassifying indirect costs by \$30,037 and increasing non reimbursable expenditures by \$12,475. Based on the application of the state participation rates, the two adjustments impacting the agency's Final Net State Share Payable resulted in an amount due to the state totaling \$13,357. The two adjustments are detailed in our amended fiscal reports for fiscal year 2014-2015, as included in Section 1 of this report.
- For the **2015-2016 fiscal year**, our engagement resulted in two adjustments being made to the agency's submitted fiscal reports. These adjustments in total impacted the agency's Final Net State Share by increasing agency expenditures by \$2,350 and increasing revenue by \$456. Based on the application of the state participation rates, the two adjustments impacting the agency's Final Net State Share Payable resulted in an amount due to the county totaling \$1,661. These adjustments are detailed in our amended fiscal reports for fiscal year 2015-2016, as included in Section 2 of this report.
- For the **2016-2017 fiscal year**, our engagement resulted in no adjustments to the agency's submitted fiscal reports, as detailed in Section 3 of this report.

Finally, we included the observation listed below related to DHS' monitoring of County Children and Youth (C&Y) Agencies' compliance with the Child Protective Services Law (CPSL), as detailed in Section 4 of this report:

Observation – Significant Control Deficiencies Exist in DHS' Oversight of Children and Youth (C&Y) Agencies' Adherence with the Requirements of the Child Protective Services Law

The results of our engagement procedures, as presented in this report, were discussed with agency management at an exit conference held on January 15, 2019.

This report is being forwarded to the DHS Bureau of Financial Operations, and the Office of Children, Youth, and Families for review and settlement of the recommended adjustments included in our amended fiscal reports. You will be notified by the DHS of the decisions made regarding the approval and finalization of the adjustment amounts during the DHS settlement process and the impact, if any, on a future Act 148 payment. At that time, in accordance with the Commonwealth's General Rules of Administrative Practice and Procedure, 1 Pa. Code § 31.1

² The accrual basis of accounting is required by DHS.

et seq., you will be afforded the opportunity by Commonwealth DHS to appeal its settlement process decision.

We appreciate the cooperation, assistance, and courtesy granted our representatives by your officials and the staff of the Bedford County Children and Youth Agency.

Sincerely,

A handwritten signature in black ink, appearing to read "Eugene A. DePasquale", with a long horizontal flourish extending to the right.

Eugene A. DePasquale
Auditor General

January 17, 2019

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BACKGROUND

The Department of the Auditor General is responsible for reviewing the fiscal reports, known as the submitted CY-370 Expenditure Report, the CY-370A Revenue Report, and the CY-348 Fiscal Summary of the 67 County Children and Youth Agencies to determine proper reporting and utilization of funds according to program regulations and guidelines under the Human Services Code 62 P.S. § 704.1(a)(4). The annual state Act 148 allocations are used by the Counties to administer social services for the children and youth that reside within the Commonwealth of Pennsylvania, whose stated goal is “to ensure, for each child in this Commonwealth, a permanent, legally assured family which protects the child from abuse and neglect.” According to information provided by the Department of Human Services (DHS), Office of Children, Youth and Families (OCYF), the Bedford County Children and Youth Agency provided in-home and placement services to 1,047 children residing within the County during the 2016-2017 fiscal year. The Children and Youth Social Services Program is County-Administered and State-Supervised by the DHS and thus, they are jointly responsible for achieving the Commonwealth’s goal.

In accordance with the Human Services Code (62 P. S. § 703), the DHS is responsible for making and enforcing all rules and regulations necessary and appropriate to the proper accomplishment of the child welfare duties and functions vested by law in the county institution districts or their successors. Title 55 Pa. Code, Part V. Children, Youth, and Families Manual, Subpart C, outlines the rules and regulations relative to the County Administration of the Children and Youth Social Service Programs. Specifically, in compliance with 55 Pa. Code § 3140.31, the Counties must report their cumulative actual expenditures incurred for the provision of children and youth social services on a quarterly basis to the DHS through the Act 148 Invoice package. The expenditures reported in the Act 148 Invoice package refers to all costs for dependent and delinquent children and youth services funded or administered by the DHS.

As part of our engagement, we reviewed the County Children and Youth Agency’s submitted fiscal reports, as referenced above, which are included in the Act 148 Invoice package. Specifically, we reviewed the final, cumulative 4th Quarter fiscal reports submitted to the DHS, along with the County Children and Youth Agency’s related financial records and supporting documentation, to determine whether the County Children and Youth Agency’s actual, cumulative expenditures and revenues were properly reported to the DHS for the respective fiscal years (FYs). The variances identified between the submitted and actual costs and revenues required adjustments to these fiscal reports, and thus, our Amended CY-370 Expenditure Report, Amended CY-370A Revenue Report, and Amended CY-348 Fiscal Summary, resulting from our engagement procedures and included in this report for each fiscal year included in our scope, reflect the County Children and Youth Agency’s actual related costs and revenues for those years and those costs and revenues’ impact on the County Children and Youth Agency’s corresponding Net State Shares.

SECTION 1

AMENDED FISCAL REPORTS

FOR THE FISCAL YEAR:

JULY 1, 2014 to JUNE 30, 2015

BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2014 TO JUNE 30, 2015
AMENDED
COMPUTATION OF FINAL NET STATE SHARE

Approved State Allocation ¹		\$	1,985,350
Supplemental Act 148			<u>0</u>
Total State Allocation			1,985,350
State Share (CY348) ²	\$	1,718,918	
Less: Major Service Category Adjustment		<u>0</u>	
Net State Share	\$	1,718,918	
Less: Expenditures in Excess of the Approved State Allocation		<u>0</u>	
Final Net State Share Payable ³	\$	1,718,918	
Actual Act 148 Revenues Received ⁴		<u>1,732,275</u>	
Net Amount Due County/(State) ⁵	\$	<u><u>(13,357)</u></u>	

¹ Approved State Allocation is the amount of Act 148 State Funds that were budgeted for the County.

² State Share (CY348) is the total amount of County expenditures that are eligible for reimbursement from Act 148 Funds after audit adjustments are considered.

³ Final Net Share Payable is the net amount of reimbursable expenditures from Act 148 funds after audit adjustments are considered.

⁴ Actual Act 148 Revenues Received is the amount of Act 148 funds the County received.

⁵ Net Amount Due the County/(State) is the variance between the amount of Act 148 funds the County received and the Final Net State Share Payable to the County.

BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2014 TO JUNE 30, 2015
AMENDED CY348
FISCAL SUMMARY

	A	B	C	D	E	F	G	H	I	J	K
	GRAND TOTAL	PROGRAM INCOME	TITLE IV-E	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET TOTAL	STATE ACT 148	LOCAL SHARE
NET CHILD WELFARE EXPENDITURES											
01. 100% REIMBURSEMENT	14,900	6	2,427	0	0	0	0	0	12,467	12,467	0
02. 90% REIMBURSEMENT	109,312	19	16,491	0	0	0	0	0	92,802	83,522	9,280
03. 80% REIMBURSEMENT	2,463,736	59,735	429,266	42,786	36,523	35,399	0	0	1,860,027	1,488,022	372,005
04. 60% REIMBURSEMENT	205,282	6,711	20,760	0	0	0	0	1,406	176,405	105,843	70,562
05. 50% REIMBURSEMENT	58,364	234	3	0	0	0	0	0	58,127	29,064	29,063
06. TOTAL NET CHILD WELFARE EXPEND.	2,851,594	66,705	468,947	42,786	36,523	35,399	0	1,406	2,199,828	1,718,918	480,910
YDC/YFC PLACEMENT COSTS											
07. 60% DHS PARTICIPATION	101,592	342							101,250	60,750	40,500
08. NON-REIMBURSABLE EXPENDITURES	53,527	0							53,527		53,527
09. TOTAL EXPENDITURES	3,006,713	67,047	468,947	42,786	36,523	35,399	0	1,406	2,354,605	1,779,668	574,937
10. TOTAL TITLE IV-D COLLECTIONS	31,092										
11. TITLE IV-D Collections for IV-E Children	7,558										
12. STATE ACT 148 - line 6	1,718,918										
13. STATE ACT 148 ALLOCATION	1,985,350										
14. ADJUSTED STATE SHARE (lower of 12 or 13)	1,718,918										
INVOICE											
AMENDED STATE SHARE (ACT 148)	1,718,918										
ACT 148 AMOUNT RECEIVED	1,732,275										
ADJUSTMENT TO STATE SHARE	(13,357)										

**BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2014 TO JUNE 30, 2015
AMENDED CY370A
REVENUE REPORT**

MAJOR SERVICE CATEGORIES & COST CENTERS		REVENUE SOURCES											
		1	2	3	4	5	6	7	8	9	10	11	12
IN-HOME		TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
1-A	ADOPTION SERVICE	14,900	6		2,427	0		0	0	0	12,467	12,467	0
1-B	ADOPTION ASSISTANCE	285,600	0	35,267	0			0	0	0	250,333	200,266	50,067
1-C	SUBSIDIZED PERMANENT LEGAL CUSTODIANSHIP	122,743	0	32,865	0			0	0	0	89,878	71,902	17,976
1-D	COUNSELING - DEPENDENT	212,691	21		5,177	42,786	0	0	0	0	164,707	131,766	32,941
1-E	COUNSELING - DELINQUENT	0	0			0	0	0	0	0	0	0	0
1-F	DAY CARE	47	0			0	0	0	0	0	47	38	9
1-G	DAY TREATMENT - DEPENDENT	7,168	0		0	0	0	0	0	0	7,168	5,734	1,434
1-H	DAY TREATMENT - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0
1-I	HOMEMAKER SERVICE	0	0			0	0	0	0	0	0	0	0
1-J	INTAKE & REFERRAL	34,580	11		5,578	0	0	0	0	0	28,991	23,193	5,798
1-K	LIFE SKILLS - DEPENDENT	0	0			0	0	0	0	0	0	0	0
1-L	LIFE SKILLS - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0
1-M	PROTECTIVE SERVICE - CHILD ABUSE	100,027	33		16,018	0	0		0	0	83,976	67,181	16,795
1-N	PROTECTIVE SERVICE - GENERAL	257,168	89		38,938	0	0		0	0	218,141	174,513	43,628
1-O	SERVICE PLANNING	196,468	76		31,309	0	0	0	0	0	165,083	132,066	33,017
1-P	JUVENILE ACT PROCEEDINGS - DEPENDENT	44,164	0		3	0	0	0	0	0	44,161	22,081	22,080
1-Q	JUVENILE ACT PROCEEDINGS - DELINQUENT	2,500	0		0	0	0	0	0	0	2,500	1,250	1,250
1-R	SUBTOTAL IN-HOME	1,278,056	236	68,132	99,450	42,786	0	0	0	0	1,067,452	842,457	224,995
COMMUNITY BASED PLACEMENT		TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
2-A	ALTERNATIVE TREATMENT - DEPENDENT	0	0	0	0		0	0	0	0	0	0	0
2-B	ALTERNATIVE TREATMENT - DELINQUENT	0	0	0	0			0	0	0	0	0	0
2-C	COMMUNITY RESIDENTIAL - DEPENDENT	586,326	26,728	116,564	13,221		36,523	0	0	0	393,290	314,632	78,658
2-D	COMMUNITY RESIDENTIAL - DELINQUENT	277,379	13,770	36,657	15		0	0	0	0	226,937	181,550	45,387
2-E	EMERGENCY SHELTER - DEPENDENT	101,248	19	6,293	6,119	0	0	0	0	0	88,817	79,935	8,882
2-F	EMERGENCY SHELTER - DELINQUENT	8,064	0	4,079	0	0	0	0	0	0	3,985	3,587	398
2-G	FOSTER FAMILY - DEPENDENT	383,539	19,007	38,234	59,423		0	35,399	0	0	231,476	185,181	46,295
2-H	FOSTER FAMILY - DELINQUENT	0	0	0	0		0	0	0	0	0	0	0
2-I	SUP. INDEPENDENT LIVING - DEPENDENT	0	0	0	0		0	0	0	0	0	0	0
2-J	SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0			0	0	0	0	0	0
2-K	SUBTOTAL CBP	1,356,556	59,524	201,827	78,778	0	36,523	35,399	0	0	944,505	764,885	179,620
INSTITUTIONAL PLACEMENT		TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
3-A	JUVENILE DETENTION SERVICE	11,700	234							0	11,466	5,733	5,733
3-B	RESIDENTIAL SERVICE - DEPENDENT	36,703	722	0	5,684		0	0	0	0	30,297	18,178	12,119
3-C	RES. SERVICE - DELINQUENT (NON YDC/YFC)	5,100	150	0	0		0	0	0	0	4,950	2,970	1,980
3-D	SECURE RES. SERVICE (EXCEPT YDC)	49,885	5,828							0	44,057	26,434	17,623
3-E	YDC SECURE	101,592	342								101,250	60,750	40,500
3-F	SUBTOTAL INSTITUTIONAL	204,980	7,276	0	5,684	0	0	0	0	0	192,020	114,065	77,955
4	ADMINISTRATION	113,594	11		15,076		0	0	0	1,406	97,101	58,261	38,840
5	TOTAL REVENUES	2,953,186	67,047	269,959	198,988	42,786	36,523	35,399	0	1,406	2,301,078	1,779,668	521,410

BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2014 TO JUNE 30, 2015
AMENDED C-Y370
EXPENDITURE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS		OBJECTS OF EXPENDITURE											
		1	2	3	4	5	6	7	8	9	10	11	12
IN-HOME		WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	Children Served (by county)	Children Served (Purchased)	Non- Reimbursable Non PS/Sub.	Non-Reim. Purchased Serv/ Subsidies	Program Income related to all Non- Reimbursable
1-A	ADOPTION SERVICE	8,956	4,251		1,299	0	394	14,900	41	0	0	0	0
1-B	ADOPTION ASSISTANCE	0	0	285,600	0	0	0	285,600	0	41	0	0	0
1-C	SUBSIDIZED PERMANENT LEGAL CUSTODIANSHIP	0	0	122,743	0	0	0	122,743	21	21	0	0	0
1-D	COUNSELING - DEPENDENT	18,163	7,613		4,834	180,761	1,320	212,691	0	65	0	0	0
1-E	COUNSELING - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0
1-F	DAY CARE	0	0		0	47	0	47	0	1	0	0	0
1-G	DAY TREATMENT - DEPENDENT	0	0		0	7,168	0	7,168	0	1	0	0	0
1-H	DAY TREATMENT - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0
1-I	HOMEMAKER SERVICE	0	0		0	0	0	0	0	0	0	0	0
1-J	INTAKE & REFERRAL	19,966	11,687		2,215	0	712	34,580	480	0	0	0	0
1-K	LIFE SKILLS - DEPENDENT	0	0		0	0	0	0	0	0	0	0	0
1-L	LIFE SKILLS - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0
1-M	PROTECTIVE SERVICE - CHILD ABUSE	63,255	25,318		9,427	0	2,027	100,027	151	0	0	0	0
1-N	PROTECTIVE SERVICE - GENERAL	150,031	64,604		36,925	0	5,608	257,168	205	0	0	0	0
1-O	SERVICE PLANNING	119,806	53,091		17,206	1,620	4,745	196,468	764	6	0	0	0
1-P	JUVENILE ACT PROCEEDINGS - DEPENDENT				92	44,072		44,164	0	77	0	0	0
1-Q	JUVENILE ACT PROCEEDINGS - DELINQUENT				0	2,500		2,500	0	1	0	0	0
1-R	SUBTOTAL IN-HOME	380,177	166,564	408,343	71,998	236,168	14,806	1,278,056			0	0	0
Number of Children receiving only NON-PURCHASED IN-Home Services													
COMMUNITY BASED PLACEMENT		WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	DAYS OF CARE	Children Served (Purchased)	Non- Reimbursable Non PS/Sub.	Non-Reim. Purchased Serv/ Subsidies	Program Income related to all Non- Reimbursable
2-A	ALTERNATIVE TREATMENT - DEPENDENT	0	0	0	0	0	0	0	0	0	0	0	0
2-B	ALTERNATIVE TREATMENT - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-C	COMMUNITY RESIDENTIAL - DEPENDENT	48,448	23,423	0	10,655	502,025	1,775	586,326	3,026	16	0	0	0
2-D	COMMUNITY RESIDENTIAL - DELINQUENT	0	0	0	695	276,684	0	277,379	1,251	8	0	0	0
2-E	EMERGENCY SHELTER - DEPENDENT	18,470	8,797	0	12,209	60,575	1,197	101,248	598	32	0	0	0
2-F	EMERGENCY SHELTER - DELINQUENT	0	0	0	0	8,064	0	8,064	39	2	0	0	0
2-G	FOSTER FAMILY - DEPENDENT	96,031	39,918	0	19,101	225,097	3,392	383,539	4,480	22	0	0	0
2-H	FOSTER FAMILY - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-I	SUP. INDEPENDENT LIVING - DEPENDENT	0	0	0	0	0	0	0	0	0	0	0	0
2-J	SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-K	SUBTOTAL CBP	162,949	72,138	0	42,660	1,072,445	6,364	1,356,556	9,394	80	0	0	0
INSTITUTIONAL PLACEMENT		WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	DAYS OF CARE	Children Served (Purchased)	Non- Reimbursable Non PS/Sub.	Non-Reim. Purchased Serv/ Subsidies	Non-Reim. Program Income
3-A	JUVENILE DETENTION SERVICE	0	0	0	0	11,700	0	11,700	52	5	0	0	0
3-B	RESIDENTIAL SERVICE - DEPENDENT	20,315	9,757	0	5,690	0	941	36,703	0	0	0	0	0
3-C	RES. SERVICE - DELINQUENT (EXCEPT YDC/YFC)	0	0	0	0	5,100	0	5,100	20	1	0	0	0
3-D	SECURE RES. SERVICE (EXCEPT YDC)	0	0	0	0	49,885	0	49,885	163	1	0	0	0
3-E	YDC SECURE	0	0	0	0	101,592	0	101,592	204	1	0	0	0
3-F	SUBTOTAL INSTITUTIONAL	20,315	9,757	0	5,690	168,277	941	204,980	439	8	0	0	0
4	ADMINISTRATION	17,560	6,842	0	142,033	0	686	167,121			53,527	0	0
5	TOTAL EXPENDITURES	581,001	255,301	408,343	262,381	1,476,890	22,797	3,006,713			53,527	0	0
County Indirect Costs = \$ 138,974													

BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2014 TO JUNE 30, 2015
AMENDED
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS

COST CENTER ITEMS	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	\$ 15,431	\$ (531)	\$ 14,900
Adoption Assistance	285,600	0	285,600
Subsidized Permanent Legal Custodianship	122,743	0	122,743
Counseling	213,759	(1,068)	212,691
Day Care	47	0	47
Day Treatment	7,168	0	7,168
Homemaker Service	0	0	0
Intake and Referral	35,522	(942)	34,580
Life Skills	0	0	0
Protective Service - Child Abuse	102,170	(2,143)	100,027
Protective Service - General	268,156	(10,988)	257,168
Service Planning	201,260	(4,792)	196,468
Juvenile Act Proceedings	46,664	0	46,664
Alternative Treatment	0	0	0
Community Residential	865,410	(1,705)	863,705
Emergency Shelter	109,668	(356)	109,312
Foster Family	389,674	(6,135)	383,539
Supervised Independent Living	0	0	0
Juvenile Detention Service	11,700	0	11,700
Residential Service	43,180	(1,377)	41,803
Secure Residential Service (Except YDC)	49,885	0	49,885
YDC Secure	101,592	0	101,592
Administration	137,084	30,037	167,121
Combined Total Expense	3,006,713	0	3,006,713
Less Non-reimbursables	41,052	12,475	53,527
Total Net Expense	\$ 2,965,661	\$ (12,475)	\$ 2,953,186

OBJECTS OF EXPENDITURE	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	\$ 581,001	\$ 0	\$ 581,001
Employee Benefits	255,301	0	255,301
Subsidies	408,343	0	408,343
Operating	262,381	0	262,381
Purchased Services	1,476,890	0	1,476,890
Fixed Assets	22,797	0	22,797
Combined Total Expense	3,006,713	0	3,006,713
Less Non-reimbursables	41,052	12,475	53,527
Total Net Expense	\$ 2,965,661	\$ (12,475)	\$ 2,953,186

BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2014 TO JUNE 30, 2015
ADJUSTMENT SCHEDULE

REPORT REFERENCE			ADJ. NO.	EXPLANATION OF ADJUSTMENTS	AS REPORTED OR ADJUSTED	INCREASE/ (DECREASE)	ADJUSTED TOTAL
SCHEDULE	LINE	COLUMN					
CY-370				CY-370 Adjustments			
	1-A	4	1	Adoption Service - Operating	\$ 1,830	\$ (531)	\$ 1,299
	1-D	4		Counseling - Dependent - Operating	\$ 5,902	\$ (1,068)	\$ 4,834
	1-J	4		Intake & Referral - Operating	\$ 3,157	\$ (942)	\$ 2,215
	1-M	4		Protective Service - Child Abuse - Operating	\$ 11,570	\$ (2,143)	\$ 9,427
	1-N	4		Protective Service - General- Operating	\$ 47,913	\$ (10,988)	\$ 36,925
	1-O	4		Service Planning - Operating	\$ 21,998	\$ (4,792)	\$ 17,206
	2-C	4		Community Residential - Dependent - Operating	\$ 12,360	\$ (1,705)	\$ 10,655
	2-E	4		Emergency Shelter - Dependent - Operating	\$ 12,565	\$ (356)	\$ 12,209
	2-G	4		Foster Family -Dependent - Operating	\$ 25,236	\$ (6,135)	\$ 19,101
	3-B	4		Residential - Dependent- Operating	\$ 7,067	\$ (1,377)	\$ 5,690
	4	4		Administration - Operating	\$ 111,996	\$ 30,037	\$ 142,033
				To reclassify \$30,037 of Indirect Costs that were improperly direct charged and allocated across the cost centers. Indirect Costs should be expensed in the Administration cost center only and be subject to the 2 percent cost limitation.			
				Title 55 PA Code, Chapter 3170.60 OCYF Bulletin 00-95-12			
CY-370	4	10	2	Administration - Non-Reimbursable Non PS/Sub.	\$ -	\$ 12,475	\$ 12,475
				To increase Non-Reimbursable Expenditures within the Administration Cost Center by \$12,475 to reflect the indirect costs that exceeded the 2 percent cost limitation.			
				Title 55 PA Code, Chapter 3170.60 OCYF Bulletin 00-95-12			

SECTION 2

AMENDED FISCAL REPORTS

FOR THE FISCAL YEAR:

JULY 1, 2015 to JUNE 30, 2016

**BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2015 TO JUNE 30, 2016
AMENDED
COMPUTATION OF FINAL NET STATE SHARE**

Approved State Allocation ¹	\$	2,087,582
Supplemental Act 148		<u>0</u>
Total State Allocation		2,087,582
State Share (CY348) ²	\$	2,017,953
Less: Major Service Category Adjustment		<u>0</u>
Net State Share	\$	2,017,953
Less: Expenditures in Excess of the Approved State Allocation		<u>0</u>
Final Net State Share Payable ³	\$	2,017,953
Actual Act 148 Revenues Received ⁴		<u>2,016,292</u>
Net Amount Due County/(State) ⁵	\$	<u><u>1,661</u></u>

¹ Approved State Allocation is the amount of Act 148 State Funds that were budgeted for the County.

² State Share (CY348) is the total amount of County expenditures that are eligible for reimbursement from Act 148 Funds after audit adjustments are considered.

³ Final Net Share Payable is the net amount of reimbursable expenditures from Act 148 funds after audit adjustments are considered.

⁴ Actual Act 148 Revenues Received is the amount of Act 148 funds the County received.

⁵ Net Amount Due the County/(State) is the variance between the amount of Act 148 funds the County received and the Final Net State Share Payable to the County.

**BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2015 TO JUNE 30, 2016
AMENDED CY348
FISCAL SUMMARY**

	A	B	C	D	E	F	G	H	I	J	K
	GRAND TOTAL	PROGRAM INCOME	TITLE IV-E	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET TOTAL	STATE ACT 148	LOCAL SHARE
NET CHILD WELFARE EXPENDITURES											
01. 100% REIMBURSEMENT	10,670	1	1,387	0	0	0	0	0	9,282	9,282	0
02. 90% REIMBURSEMENT	120,347	2,793	16,378	0	0	0	0	0	101,176	91,059	10,117
03. 80% REIMBURSEMENT	2,616,608	60,432	399,779	42,786	36,523	8,850	0	0	2,068,238	1,654,591	413,647
04. 60% REIMBURSEMENT	411,401	19,617	14,489	0	0	26,549	0	1,408	349,338	209,603	139,735
05. 50% REIMBURSEMENT	106,836	0	1	0	0	0	0	0	106,835	53,418	53,417
06. TOTAL NET CHILD WELFARE EXPEND.	3,265,862	82,843	432,034	42,786	36,523	35,399	0	1,408	2,634,869	2,017,953	616,916
YDC/YFC PLACEMENT COSTS											
07. 60% DHS PARTICIPATION	0	0							0	0	0
08. NON-REIMBURSABLE EXPENDITURES	53,833	0							53,833		53,833
09. TOTAL EXPENDITURES	3,319,695	82,843	432,034	42,786	36,523	35,399	0	1,408	2,688,702	2,017,953	670,749
10. TOTAL TITLE IV-D COLLECTIONS	28,918										
11. TITLE IV-D Collections for IV-E Children	5,187										
12. STATE ACT 148 - line 6	2,017,953										
13. STATE ACT 148 ALLOCATION	2,087,582										
14. ADJUSTED STATE SHARE (lower of 12 or 13)	2,017,953										
INVOICE											
AMENDED STATE SHARE (ACT 148)	2,017,953										
ACT 148 AMOUNT RECEIVED	2,016,292										
ADJUSTMENT TO STATE SHARE	1,661										

**BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2015 TO JUNE 30, 2016
AMENDED CY370A
REVENUE REPORT**

MAJOR SERVICE CATEGORIES & COST CENTERS		REVENUE SOURCES										
		1	2	3	4	5	6	7	8	9	10	11
		TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148
IN-HOME												LOCAL SHARE
1-A	ADOPTION SERVICE	10,670	1		1,387	0		0	0	0	9,282	9,282
1-B	ADOPTION ASSISTANCE	277,424	0	36,907	0			0	0	0	240,517	192,414
1-C	SUBSIDIZED PERMANENT LEGAL CUSTODIANSHIP	127,146	0	34,232	803			0	0	0	92,111	73,689
1-D	COUNSELING - DEPENDENT	260,646	3		4,373	42,786	18,261	0	0	0	195,223	156,178
1-E	COUNSELING - DELINQUENT	0	0		0	0	0	0	0	0	0	0
1-F	DAY CARE	6,902	0		0	0	0	0	0	0	6,902	5,522
1-G	DAY TREATMENT - DEPENDENT	0	0		0	0	0	0	0	0	0	0
1-H	DAY TREATMENT - DELINQUENT	0	0		0	0	0	0	0	0	0	0
1-I	HOMEMAKER SERVICE	0	0		0	0	0	0	0	0	0	0
1-J	INTAKE & REFERRAL	24,466	2		3,158	0	0	0	0	0	21,306	17,045
1-K	LIFE SKILLS - DEPENDENT	0	0		0	0	0	0	0	0	0	0
1-L	LIFE SKILLS - DELINQUENT	0	0		0	0	0	0	0	0	0	0
1-M	PROTECTIVE SERVICE - CHILD ABUSE	135,395	8		17,569	0	0		0	0	117,818	94,254
1-N	PROTECTIVE SERVICE - GENERAL	292,762	69		35,106	0	9,131		0	0	248,456	198,765
1-O	SERVICE PLANNING	244,026	15		31,887	0	0	0	0	0	212,124	169,699
1-P	JUVENILE ACT PROCEEDINGS - DEPENDENT	61,198	0		1	0		0	0	0	61,197	30,599
1-Q	JUVENILE ACT PROCEEDINGS - DELINQUENT	2,500	0		0	0		0	0	0	2,500	1,250
1-R	SUBTOTAL IN-HOME	1,443,135	98	71,139	94,284	42,786	27,392	0	0	0	1,207,436	948,697

COMMUNITY BASED PLACEMENT		TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148
		LOCAL SHARE										
2-A	ALTERNATIVE TREATMENT - DEPENDENT	0	0	0	0		0	0	0	0	0	0
2-B	ALTERNATIVE TREATMENT - DELINQUENT	0	0	0	0		0	0	0	0	0	0
2-C	COMMUNITY RESIDENTIAL - DEPENDENT	406,442	14,643	81,234	9,422		9,131	0	0	0	292,012	233,610
2-D	COMMUNITY RESIDENTIAL - DELINQUENT	166,598	10,999	7,289	2		0	0	0	0	148,308	118,646
2-E	EMERGENCY SHELTER - DEPENDENT	96,605	2	6,861	5,478	0	0	0	0	0	84,264	75,838
2-F	EMERGENCY SHELTER - DELINQUENT	23,742	2,791	3,970	69	0	0	0	0	0	16,912	15,221
2-G	FOSTER FAMILY - DEPENDENT	653,310	34,631	58,364	79,433		0	8,850	0	0	472,032	377,626
2-H	FOSTER FAMILY - DELINQUENT	0	0	0	0		0	0	0	0	0	0
2-I	SUP. INDEPENDENT LIVING - DEPENDENT	0	0	0	0		0	0	0	0	0	0
2-J	SUP. INDEPENDENT LIVING - DELINQUENT	21,491	62	0	0		0	0	0	0	21,429	17,143
2-K	SUBTOTAL CBP	1,368,188	63,128	157,718	94,404	0	9,131	8,850	0	0	1,034,957	838,084
												196,873

INSTITUTIONAL PLACEMENT		TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148
		LOCAL SHARE										
3-A	JUVENILE DETENTION SERVICE	43,138	0							0	43,138	21,569
3-B	RESIDENTIAL SERVICE - DEPENDENT	20,519	5,940	0	2,556		0	0	0	0	12,023	7,214
3-C	RES. SERVICE - DELINQUENT (NON YDC/YFC)	144,635	2,444	0	7		0	26,549	0	0	115,635	69,381
3-D	SECURE RES. SERVICE (EXCEPT YDC)	152,799	11,233							0	141,566	84,940
3-E	YDC SECURE	0	0								0	0
3-F	SUBTOTAL INSTITUTIONAL	361,091	19,617	0	2,563	0	0	26,549	0	0	312,362	183,104
												129,258

4	ADMINISTRATION	93,448	0		11,926		0	0	0	0	80,114	48,068
												32,046

5	TOTAL REVENUES	3,265,862	82,843	228,857	203,177	42,786	36,523	35,399	0	1,408	2,634,869	2,017,953
												616,916

BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2015 TO JUNE 30, 2016
AMENDED CY-370
EXPENDITURE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS		OBJECTS OF EXPENDITURE											
1	2	3	4	5	6	7	8	9	10	11	12		
WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	Children Served (by county)	Children Served (Purchased)	Non- Reimbursable Non PS/Sub.	Non-Reim. Purchased Serv/ Subsidies	Program Income related to all Non- Reimbursable		
6,297	2,603		1,559	0	211	10,670	41	0	0	0	0		
	0	277,424	0	0	0	277,424	0	38	0	0	0		
4,004	1,639	120,931	435	0	137	127,146	21	18	0	0	0		
20,536	8,478		3,533	226,979	1,120	260,646	58	85	0	0	0		
	0			0	0	0	0	0	0	0	0		
0	0		0	6,902	0	6,902	0	2	0	0	0		
0	0		0	0	0	0	0	0	0	0	0		
0	0		0	0	0	0	0	0	0	0	0		
0	0		0	0	0	0	0	0	0	0	0		
0	0		0	0	0	0	0	0	0	0	0		
15,289	6,983		1,677	0	517	24,466	300	0	0	0	0		
	0		0	0	0	0	0	0	0	0	0		
	0		0	0	0	0	0	0	0	0	0		
84,859	29,131		18,382	0	3,023	135,395	189	0	0	0	0		
168,589	70,318		47,853	0	6,002	292,762	245	0	0	0	0		
156,510	64,943		17,151	0	5,422	244,026	734	0	0	0	0		
			85	61,113			0	113	0	0	0		
			0	2,548			2,548	0	2	0	48		
456,084	184,095	398,355	90,675	297,542	16,432	1,443,183			0	0	0		
Number of Children receiving only NON-PURCHASED IN-Home Services													
WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	DAYS OF CARE	Children Served (Purchased)	Non- Reimbursable Non PS/Sub.	Non-Reim. Purchased Serv/ Subsidies	Program Income related to all Non- Reimbursable		
0	0	0	0	0	0	0	0	0	0	0	0		
0	0	0	0	0	0	0	0	0	0	0	0		
45,824	19,794	0	7,931	331,644	1,249	406,442	1,942	15	0	0	0		
0	0	0	205	166,393	0	166,598	734	9	0	0	0		
24,283	10,735	0	9,730	50,970	887	96,605	598	38	0	0	0		
0	0	0	200	23,113	429	23,742	89	5	0	0	0		
101,471	42,249	0	26,115	479,824	3,651	653,310	10,280	51	0	0	0		
0	0	0	0	0	0	0	0	0	0	0	0		
0	0	0	0	0	0	0	0	0	0	0	0		
0	0	0	0	21,491	0	21,491	109	1	0	0	0		
171,578	72,778	0	44,181	1,073,435	6,216	1,368,188	13,752	119	0	0	0		
SUBTOTAL CBP													
INSTITUTIONAL PLACEMENT													
WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	DAYS OF CARE	Children Served (Purchased)	Non- Reimbursable Non PS/Sub.	Non-Reim. Purchased Serv/ Subsidies	Non-Reim. Program Income		
0	0	0	0	43,138	0	43,138	196	11	0	0	0		
12,708	4,769	0	2,587	0	455	20,519	0	0	0	0	0		
0	0	0	56	144,579	0	144,635	525	2	0	0	0		
0	0	0	391	152,408	0	152,799	498	2	0	0	0		
0	0	0	0	0	0	0	0	0	0	0	0		
12,708	4,769	0	3,034	340,125	455	361,091	1,219	15	0	0	0		
SUBTOTAL INSTITUTIONAL													
4 ADMINISTRATION													
2,449	1,681	0	142,996	0	107	147,233			53,785	0	0		
5 TOTAL EXPENDITURES													
642,819	263,323	398,355	280,886	1,711,102	23,210	3,319,695			53,785	48	0		
County Indirect Costs = \$ 152,342													

**BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2015 TO JUNE 30, 2016
AMENDED
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS**

COST CENTER ITEMS	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	\$ 10,632	\$ 38	\$ 10,670
Adoption Assistance	277,424	0	277,424
Subsidized Permanent Legal Custodianship	127,146	0	127,146
Counseling	260,646	0	260,646
Day Care	6,902	0	6,902
Day Treatment	0	0	0
Homemaker Service	0	0	0
Intake and Referral	24,466	0	24,466
Life Skills	0	0	0
Protective Service - Child Abuse	134,901	494	135,395
Protective Service - General	292,271	491	292,762
Service Planning	244,026	0	244,026
Juvenile Act Proceedings	63,746	0	63,746
Alternative Treatment	0	0	0
Community Residential	573,029	11	573,040
Emergency Shelter	119,179	1,168	120,347
Foster Family	653,162	148	653,310
Supervised Independent Living	21,491	0	21,491
Juvenile Detention Service	43,138	0	43,138
Residential Service	165,154	0	165,154
Secure Residential Service (Except YDC)	152,799	0	152,799
YDC Secure	0	0	0
Administration	147,233	0	147,233
Combined Total Expense	3,317,345	2,350	3,319,695
Less Non-reimbursables	53,833	0	53,833
Total Net Expense	\$ 3,263,512	\$ 2,350	\$ 3,265,862

OBJECTS OF EXPENDITURE	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	\$ 642,819	\$ 0	\$ 642,819
Employee Benefits	263,323	0	263,323
Subsidies	398,355	0	398,355
Operating	278,536	2,350	280,886
Purchased Services	1,711,102	0	1,711,102
Fixed Assets	23,210	0	23,210
Combined Total Expense	3,317,345	2,350	3,319,695
Less Non-reimbursables	53,833	0	53,833
Total Net Expense	\$ 3,263,512	\$ 2,350	\$ 3,265,862

**BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2015 TO JUNE 30, 2016
ADJUSTMENT SCHEDULE**

REPORT REFERENCE			ADJ. NO.	EXPLANATION OF ADJUSTMENTS	AS REPORTED OR ADJUSTED	INCREASE/ (DECREASE)	ADJUSTED TOTAL
SCHEDULE	LINE	COLUMN					
CY-370				CY-370 Adjustments			
	1-A	5	1	Adoption Service - Operating	\$ -	\$ 38	\$ 38
	1-M	5		Protective Service - Child Abuse - Operating	\$ -	\$ 494	\$ 494
	1-N	5		Protective Service - General - Operating	\$ -	\$ 491	\$ 491
	2-C	5		Community Residential - Dependent - Operating	\$ 331,644	\$ 11	\$ 331,655
	2-E	5		Emergency Shelter - Dependent - Operating	\$ 50,970	\$ 1,168	\$ 52,138
	2-G	5		Foster Family - Dependent - Operating	\$ 479,824	\$ 148	\$ 479,972
				Total Adjustment Amount		\$ 2,350	
				To increase expenditures in the amount of \$2,350 due to a contract modification applied to a provider, and to reconcile to the agency's final ledger.			
				Title 55 PA Code, Chapter 3170.41(a)			
CY-370A				CY-370A Adjustments			
	2-C	2	2	Community Residential - Dependent - Program Income	\$ 14,562	\$ 81	\$ 14,643
	2-D	2		Community Residential - Deliquent - Program Income	\$ 10,938	\$ 61	\$ 10,999
	2-F	2		Emergency Shelter - Deliquent - Program Income	\$ 2,776	\$ 15	\$ 2,791
	2-G	2		Foster Family - Dependent - Program Income	\$ 34,440	\$ 191	\$ 34,631
	3-B	2		Residential Service - Dependent - Program Income	\$ 5,907	\$ 33	\$ 5,940
	3-C	2		Res. Service - Deliquent (Non YDC/YFC) - Program Income	\$ 2,431	\$ 13	\$ 2,444
	3-D	2		Secure Res. Service (Except YDC) - Program Income	\$ 11,171	\$ 62	\$ 11,233
				Total Adjustment Amount		\$ 456	
				To increase Program Income by \$456 to include revenue not reported on the CY-370A Revenue Report submitted to the Department of Human Services and reconcile to the agency's final revenue ledger.			
				Title 55 PA Code, Chapter 3170.95(a)(b)			

SECTION 3

AMENDED FISCAL REPORTS

FOR THE FISCAL YEAR:

JULY 1, 2016 to JUNE 30, 2017

**BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2016 TO JUNE 30, 2017
AMENDED
COMPUTATION OF FINAL NET STATE SHARE**

Approved State Allocation ¹		\$	2,312,515
Supplemental Act 148			<u>0</u>
Total State Allocation			2,312,515
State Share (CY348) ²	\$	1,934,350	
Less: Major Service Category Adjustment			<u>0</u>
Net State Share	\$	1,934,350	
Less: Expenditures in Excess of the Approved State Allocation			<u>0</u>
Final Net State Share Payable ³	\$	1,934,350	
Actual Act 148 Revenues Received ⁴			<u>1,934,350</u>
Net Amount Due County/(State) ⁵	\$		<u>0</u>

¹ Approved State Allocation is the amount of Act 148 State Funds that were budgeted for the County.

² State Share (CY348) is the total amount of County expenditures that are eligible for reimbursement from Act 148 Funds after audit adjustments are considered.

³ Final Net Share Payable is the net amount of reimbursable expenditures from Act 148 funds after audit adjustments are considered.

⁴ Actual Act 148 Revenues Received is the amount of Act 148 funds the County received.

⁵ Net Amount Due the County/(State) is the variance between the amount of Act 148 funds the County received and the Final Net State Share Payable to the County.

BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2016 TO JUNE 30, 2017
AMENDED CY348
FISCAL SUMMARY

	A	B	C	D	E	F	G	H	I	J	K
	GRAND TOTAL	PROGRAM INCOME	TITLE IV-E	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET TOTAL	STATE ACT 148	LOCAL SHARE
NET CHILD WELFARE EXPENDITURES											
01. 100% REIMBURSEMENT	12,699	80	2,201	0	0	0	0	0	10,418	10,418	0
02. 90% REIMBURSEMENT	85,164	141	25,262	0	0	0	0	0	59,761	53,785	5,976
03. 80% REIMBURSEMENT	2,643,119	72,684	468,716	42,786	36,523	35,399	0	0	1,987,011	1,589,608	397,403
04. 60% REIMBURSEMENT	450,198	20,495	19,888	0	0	0	0	1,258	408,557	245,134	163,423
05. 50% REIMBURSEMENT	71,104	295	0	0	0	0	0	0	70,809	35,405	35,404
06. TOTAL NET CHILD WELFARE EXPEND.	3,262,284	93,695	516,067	42,786	36,523	35,399	0	1,258	2,536,556	1,934,350	602,206
YDC/YFC PLACEMENT COSTS											
07. 60% DHSPARTICIPATION	137,190	1,970							135,220	81,132	54,088
08. NON-REIMBURSABLE EXPENDITURES	50,680	0							50,680		50,680
09. TOTAL EXPENDITURES	3,450,154	95,665	516,067	42,786	36,523	35,399	0	1,258	2,722,456	2,015,482	706,974
10. TOTAL TITLE IV-D COLLECTIONS	52,115										
11. TITLE IV-D Collections for IV-E Children	18,505										
12. STATE ACT 148 - line 6	1,934,350										
13. STATE ACT 148 ALLOCATION	2,312,515										
14. ADJUSTED STATE SHARE (lower of 12 or 13)	1,934,350										
INVOICE											
AMENDED STATE SHARE (ACT 148)	1,934,350										
ACT 148 AMOUNT RECEIVED	1,934,350										
ADJUSTMENT TO STATE SHARE	0										

**BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2016 TO JUNE 30, 2017
AMENDED CY370A
REVENUE REPORT**

MAJOR SERVICE CATEGORIES & COST CENTERS		REVENUE SOURCES											
		1	2	3	4	5	6	7	8	9	10	11	12
IN-HOME		TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
1-A	ADOPTION SERVICE	12,699	80		2,201	0		0	0	0	10,418	10,418	0
1-B	ADOPTION ASSISTANCE	290,352	0	45,581	0			0	0	0	244,771	195,817	48,954
1-C	SUBSIDIZED PERMANENT LEGAL CUSTODIANSHIP	134,917	115	39,371	1,826			0	0	0	93,605	74,884	18,721
1-D	COUNSELING - DEPENDENT	353,017	490		5,858	42,786		0	0	0	303,883	243,106	60,777
1-E	COUNSELING - DELINQUENT	52,045	0		0	0		0	0	0	52,045	41,636	10,409
1-F	DAY CARE	0	0		0	0		0	0	0	0	0	0
1-G	DAY TREATMENT - DEPENDENT	0	0		0	0		0	0	0	0	0	0
1-H	DAY TREATMENT - DELINQUENT	0	0		0	0		0	0	0	0	0	0
1-I	HOMEMAKER SERVICE	0	0		0	0		0	0	0	0	0	0
1-J	INTAKE & REFERRAL	24,692	155		4,243	0		0	0	0	20,294	16,235	4,059
1-K	LIFE SKILLS - DEPENDENT	0	0		0	0		0	0	0	0	0	0
1-L	LIFE SKILLS - DELINQUENT	0	0		0	0		0	0	0	0	0	0
1-M	PROTECTIVE SERVICE - CHILD ABUSE	142,896	1,127		24,755	0	0		0	0	117,014	93,611	23,403
1-N	PROTECTIVE SERVICE - GENERAL	253,417	1,848		40,168	0	0		0	0	211,401	169,121	42,280
1-O	SERVICE PLANNING	297,959	2,277		51,669	0	0		0	0	244,013	195,210	48,803
1-P	JUVENILE ACT PROCEEDINGS - DEPENDENT	51,888	295		0	0		0	0	0	51,593	25,797	25,796
1-Q	JUVENILE ACT PROCEEDINGS - DELINQUENT	2,500	0		0	0		0	0	0	2,500	1,250	1,250
1-R	SUBTOTAL IN-HOME	1,616,382	6,387	84,952	130,720	42,786	0	0	0	0	1,351,537	1,067,085	284,452
COMMUNITY BASED PLACEMENT		TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
2-A	ALTERNATIVE TREATMENT - DEPENDENT	0	0	0	0		0	0	0	0	0	0	0
2-B	ALTERNATIVE TREATMENT - DELINQUENT	0	0	0	0		0	0	0	0	0	0	0
2-C	COMMUNITY RESIDENTIAL - DEPENDENT	272,561	15,455	31,879	7,830		36,523	0	0	0	180,874	144,699	36,175
2-D	COMMUNITY RESIDENTIAL - DELINQUENT	98,780	10,463		6		0	0	0	0	88,311	70,649	17,662
2-E	EMERGENCY SHELTER - DEPENDENT	85,164	141	11,391	13,871	0	0	0	0	0	59,761	53,785	5,976
2-F	EMERGENCY SHELTER - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-G	FOSTER FAMILY - DEPENDENT	719,131	40,595	99,263	116,267		0	35,399	0	0	427,607	342,086	85,521
2-H	FOSTER FAMILY - DELINQUENT	0	0	0	0		0	0	0	0	0	0	0
2-I	SUP. INDEPENDENT LIVING - DEPENDENT	0	0	0	0		0	0	0	0	0	0	0
2-J	SUP. INDEPENDENT LIVING - DELINQUENT	3,352	159	0	0		0	0	0	0	3,193	2,554	639
2-K	SUBTOTAL CBP	1,178,988	66,813	142,533	137,974	0	36,523	35,399	0	0	759,746	613,773	145,973
INSTITUTIONAL PLACEMENT		TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
3-A	JUVENILE DETENTION SERVICE	16,716	0							0	16,716	8,358	8,358
3-B	RESIDENTIAL SERVICE - DEPENDENT	19,706	6,234	0	3,275		0	0	0	0	10,197	6,118	4,079
3-C	RES. SERVICE - DELINQUENT (NON YDC/YFC)	272,042	11,626	0	16		0	0	0	0	260,400	156,240	104,160
3-D	SECURE RES. SERVICE (EXCEPT YDC)	62,019	2,616								59,403	35,642	23,761
3-E	YDC SECURE	137,190	1,970								135,220	81,132	54,088
3-F	SUBTOTAL INSTITUTIONAL	507,673	22,446	0	3,291	0	0	0	0	0	481,936	287,490	194,446
4	ADMINISTRATION	96,431	19		16,597		0	0	0	1,258	78,557	47,134	31,423
5	TOTAL REVENUES	3,399,474	95,665	227,485	288,582	42,786	36,523	35,399	0	1,258	2,671,776	2,015,482	656,294

BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2016 TO JUNE 30, 2017
AMENDED CY370
EXPENDITURE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS												
OBJECTS OF EXPENDITURE												
1	2	3	4	5	6	7	8	9	10	11	12	
WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	Children Served (by county)	Children Served (Purchased)	Non-Reimbursable Non PS/Sub.	Non-Reim. Purchased Serv/ Subsidies	Program Income related to all Non-Reimbursable	
IN-HOME												
1-A	ADOPTION SERVICE	7,036	2,842	2,621	0	200	12,699	10	0	0	0	
1-B	ADOPTION ASSISTANCE	0	0	290,352	0	0	290,352	40	40	0	0	
1-C	SUBSIDIZED PERMANENT LEGAL CUSTODIANSHIP	6,004	2,520	1,597	0	284	134,917	19	19	0	0	
1-D	COUNSELING - DEPENDENT	18,944	7,062	6,477	319,320	1,214	353,017	76	76	0	0	
1-E	COUNSELING - DELINQUENT	0	0	0	52,045	0	52,045	0	11	0	0	
1-F	DAY CARE	0	0	0	0	0	0	0	0	0	0	
1-G	DAY TREATMENT - DEPENDENT	0	0	0	0	0	0	0	0	0	0	
1-H	DAY TREATMENT - DELINQUENT	0	0	0	0	0	0	0	0	0	0	
1-I	HOMEMAKER SERVICE	0	0	0	0	0	0	0	0	0	0	
1-J	INTAKE & REFERRAL	15,339	6,858	2,110	0	385	24,692	260	0	0	0	
1-K	LIFE SKILLS - DEPENDENT	0	0	0	0	0	0	0	0	0	0	
1-L	LIFE SKILLS - DELINQUENT	0	0	0	0	0	0	0	0	0	0	
1-M	PROTECTIVE SERVICE - CHILD ABUSE	86,774	31,643	21,692	0	2,787	142,896	195	0	0	0	
1-N	PROTECTIVE SERVICE - GENERAL	134,382	57,895	56,571	0	4,569	253,417	224	0	0	0	
1-O	SERVICE PLANNING	184,335	77,959	30,034	0	5,631	297,959	735	0	0	0	
1-P	JUVENILE ACT PROCEEDINGS - DEPENDENT			10	51,878		51,888	0	136	0	0	
1-Q	JUVENILE ACT PROCEEDINGS - DELINQUENT			0	2,500		2,500	0	1	0	0	
1-R	SUBTOTAL IN-HOME	452,814	186,779	414,864	121,112	425,743	1,616,382		0	0	0	
Number of Children receiving only NON-PURCHASED IN-Home Services 1,424												
COMMUNITY BASED PLACEMENT												
WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	DAYS OF CARE	Children Served (Purchased)	Non-Reimbursable Non PS/Sub.	Non-Reim. Purchased Serv/ Subsidies	Program Income related to all Non-Reimbursable	
2-A	ALTERNATIVE TREATMENT - DEPENDENT	0	0	0	0	0	0	0	0	0	0	
2-B	ALTERNATIVE TREATMENT - DELINQUENT	0	0	0	0	0	0	0	0	0	0	
2-C	COMMUNITY RESIDENTIAL - DEPENDENT	26,240	11,942	0	6,689	808	272,561	1,384	11	0	0	
2-D	COMMUNITY RESIDENTIAL - DELINQUENT	0	0	229	98,551	0	98,780	459	4	0	0	
2-E	EMERGENCY SHELTER - DEPENDENT	11,368	5,672	0	7,512	348	85,164	785	36	0	0	
2-F	EMERGENCY SHELTER - DELINQUENT	0	0	0	0	0	0	0	0	0	0	
2-G	FOSTER FAMILY - DEPENDENT	94,953	43,320	0	39,350	3,970	719,131	10,751	57	0	0	
2-H	FOSTER FAMILY - DELINQUENT	0	0	0	0	0	0	0	0	0	0	
2-I	SUP. INDEPENDENT LIVING - DEPENDENT	0	0	0	0	0	0	0	0	0	0	
2-J	SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0	0	3,352	17	1	0	0	
2-K	SUBTOTAL CBP	132,561	60,934	0	53,780	5,126	1,178,988	13,396	109	0	0	
INSTITUTIONAL PLACEMENT												
WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	DAYS OF CARE	Children Served (Purchased)	Non-Reimbursable Non PS/Sub.	Non-Reim. Purchased Serv/ Subsidies	Non-Reim. Program Income	
3-A	JUVENILE DETENTION SERVICE	0	0	0	0	0	16,716	84	5	0	0	
3-B	RESIDENTIAL SERVICE - DEPENDENT	9,435	5,075	0	4,618	578	19,706	0	0	0	0	
3-C	RES. SERVICE - DELINQUENT (EXCEPT YDC/YFC)	0	0	0	290	0	272,042	935	4	0	0	
3-D	SECURE RES. SERVICE (EXCEPT YDC)	0	0	0	198	0	62,019	202	1	0	0	
3-E	YDC SECURE	0	0	0	0	0	137,190	269	1	0	0	
3-F	SUBTOTAL INSTITUTIONAL	9,435	5,075	0	5,106	578	507,673	1,490	11	0	0	
ADMINISTRATION												
4	ADMINISTRATION	2,760	1,501	0	142,805	45	147,111			50,680	0	
TOTAL EXPENDITURES												
5	TOTAL EXPENDITURES	597,570	254,289	414,864	322,803	20,819	3,450,154			50,680	0	
County Indirect Costs = \$ 153,224												

**BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2016 TO JUNE 30, 2017
AMENDED
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS**

COST CENTER ITEMS	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	\$ 12,699	\$ 0	\$ 12,699
Adoption Assistance	290,352	0	290,352
Subsidized Permanent Legal Custodianship	134,917	0	134,917
Counseling	405,062	0	405,062
Day Care	0	0	0
Day Treatment	0	0	0
Homemaker Service	0	0	0
Intake and Referral	24,692	0	24,692
Life Skills	0	0	0
Protective Service - Child Abuse	142,896	0	142,896
Protective Service - General	253,417	0	253,417
Service Planning	297,959	0	297,959
Juvenile Act Proceedings	54,388	0	54,388
Alternative Treatment	0	0	0
Community Residential	371,341	0	371,341
Emergency Shelter	85,164	0	85,164
Foster Family	719,131	0	719,131
Supervised Independent Living	3,352	0	3,352
Juvenile Detention Service	16,716	0	16,716
Residential Service	291,748	0	291,748
Secure Residential Service (Except YDC)	62,019	0	62,019
YDC Secure	137,190	0	137,190
Administration	147,111	0	147,111
Combined Total Expense	<u>3,450,154</u>	<u>0</u>	<u>3,450,154</u>
Less Non-reimbursables	<u>50,680</u>	<u>0</u>	<u>50,680</u>
Total Net Expense	<u>\$ 3,399,474</u>	<u>\$ 0</u>	<u>\$ 3,399,474</u>

OBJECTS OF EXPENDITURE	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	\$ 597,570	\$ 0	\$ 597,570
Employee Benefits	254,289	0	254,289
Subsidies	414,864	0	414,864
Operating	322,803	0	322,803
Purchased Services	1,839,809	0	1,839,809
Fixed Assets	20,819	0	20,819
Combined Total Expense	<u>3,450,154</u>	<u>0</u>	<u>3,450,154</u>
Less Non-reimbursables	<u>50,680</u>	<u>0</u>	<u>50,680</u>
Total Net Expense	<u>\$ 3,399,474</u>	<u>\$ 0</u>	<u>\$ 3,399,474</u>

SECTION 4

CURRENT ENGAGEMENT OBSERVATION

BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
CURRENT ENGAGEMENT OBSERVATION

Observation – Significant Control Deficiencies Exist in the Commonwealth DHS’ Oversight of Children and Youth (C&Y) Agencies’ Adherence with the Requirements of the Child Protective Services Law (CPSL)

The Child Protective Services Law³ (CPSL) requires the conduct of criminal background checks and child abuse history clearances (certifications) for all employees and direct volunteers of county children and youth (C&Y) agencies as well as the volunteers/employees of these agencies’ contractors (providers) and subcontractors (sub-recipients).⁴ To ensure adherence to these requirements, the Commonwealth DHS (DHS) has assigned monitoring responsibilities to internal offices and bureaus based on the types of services provided.

Foster Care

As a part of its annual licensing inspection process of county C&Y agencies, the Commonwealth DHS’ Office of Children, Youth and Families (OCYF) performs reviews of agency employees and agency foster parents’ adherence to the requirements of the CPSL. The OCYF also performs CPSL adherence reviews of employees of contracted foster family agencies through its annual licensing inspection of these providers. However, because the OCYF is behind in its completion of these annual inspections and does not have adequate procedures in place to determine whether C&Y agencies are monitoring their respective providers’ and sub-recipients’ adherence to the CPSL,⁵ the safety of children receiving services from these agencies and their contractors and subcontractors may be at **risk**. According to information provided by the DHS OCYF, the Bedford County Children and Youth Agency provided in-home and placement services to 1,047 children residing within the County during the 2016-2017 fiscal year.

³ Please note that the CPSL was extensively amended in 2013, 2014, and 2015 with 24 pieces of legislation “[being] enacted, changing how Pennsylvania responds to child abuse. These changes will significantly impact the reporting, investigation, assessment, prosecution and judicial handling of child abuse and neglect cases. The new laws will expand and further define mandatory reporters and the reporting process, increase penalties for those mandated to report suspected child abuse who fail to do so, and provide protections from employment discrimination for filing a good faith report of child abuse.” See <http://keepkidssafe.pa.gov/laws/index.htm> last accessed on September 2, 2016. Please note that although this particular DHS’ keepkidssafe.pa.gov link only refers to 23, instead of 24, pieces of legislation, we were able to confirm that the link should actually refer to 24 pieces of legislation, just as in the following DHS’ link: <http://keepkidssafe.pa.gov/index.htm>

⁴ 23 Pa.C.S. §§ 6344 and 6344.2.

⁵ This is detailed in the Commonwealth of Pennsylvania Single Audit Reports (most recently for the fiscal year ended June 30, 2017, via Finding 2017-012).

BEDFORD COUNTY CHILDREN AND YOUTH AGENCY CURRENT ENGAGEMENT OBSERVATION

Day Treatment Centers and Child Residential Facilities

Beginning July 1, 2012, the DHS Bureau of Human Services' Licensing (bureau) took over responsibility for the performance of the annual licensing inspections of Child Day Treatment Centers and Child Residential Facilities, which encompasses the performance of CPSL adherence reviews of the employees of these providers. Prior to July 1, 2012, the DHS OCYF had been responsible for performing these CPSL adherence reviews during its annual licensing inspections of these providers. Through a review of the DHS website, we found letters, posted by DHS, to the management staff of Child Day Treatment Centers and Child Residential Facilities detailing the results of the licensing inspections performed by the bureau and identifying regulatory violations, including CPSL adherence violations, as specified in the accompanying License Inspection Summaries. However, we are unable to attest to: 1) the timeliness of the completion and approval of these annual inspections and 2) whether the CPSL adherence of any potential sub-recipients used by these providers are being monitored.⁶

Contracted In-Home Preventative Service Providers

For contracted *In-Home Preventative Service providers*,⁷ we were informed by DHS OCYF that these providers are not required to be licensed by the Commonwealth and, thus, are not subject to the annual inspections performed by the DHS. DHS' position was that while not all in-home service providers would meet the criteria requiring the conduct of *certifications* for employees/volunteers, when they do, C&Y agencies were responsible for including provisions in their executed contracts with these providers.

In correspondence with management of C&Y agencies during some of our recently conducted audit engagements, we have found that some C&Y agencies' management staffs are still of the opinion that there is no need to directly monitor CPSL adherence of the providers' employees/volunteers because they are now including the requirements for this type of monitoring in their executed contracts with these providers. However, our interpretation of the CPSL remains that C&Y agencies cannot fulfill their duties under the CPSL to protect the children receiving in-home preventative services from child abuse by merely including the requirements for "direct monitoring"⁸ in their provider executed contracts. Instead, all C&Y

⁶ This is detailed in the Commonwealth of Pennsylvania Single Audit Reports (most recently for the fiscal year ended June 30, 2017, via Finding 2017-012).

⁷ Please note that based on recent correspondence with DHS, these providers are referred to as "private providers delivering prevention and reunification services." We refer to them as *contracted In-Home Preventative Service providers* throughout our observation for ease of understanding.

⁸ In our Department's opinion "direct monitoring" consists of C&Y agencies routinely performing procedures (no less frequently than quarterly) to obtain reasonable assurance that their *contracted In-Home Preventative Service providers* and their sub-recipients are properly vetting a representative sample of the background checks

BEDFORD COUNTY CHILDREN AND YOUTH AGENCY CURRENT ENGAGEMENT OBSERVATION

agencies should have a process in place that allows them to actively monitor their providers and sub-recipients by routinely reviewing their employees' and volunteers' *certifications* for disqualifying convictions.

Therefore, we concluded that DHS had not taken every action to obtain reasonable assurance that C&Y agencies were taking enough action to ensure the safety and welfare of the vulnerable, at risk children receiving in-home preventative services. Further, because DHS has not implemented a process to ensure that C&Y agencies are consistently monitoring the CPSL adherence of the contracted In-Home Preventative Service providers' employees and volunteers, this Department will continue to raise concerns about the risks posed to the safety of these vulnerable children.⁹

DHS Senior Management Follow-Up Response

DHS senior management provided an official response to our concerns detailed in this Observation in a February 28, 2018 letter that affirmed their assertion that, because DHS has no contractual relationship with *contracted In-Home Preventative Service providers*, the ability and responsibility to monitor private providers¹⁰ to ensure that their *certifications* adhere to the CPSL falls to the C&Y agencies, as does the responsibility to take appropriate action when they do not comply.

DHS senior management staff further stated that DHS recognizes that they are responsible for communicating contract monitoring expectations to the C&Y agencies and for implementing a method to ensure that contract monitoring is being performed adequately. DHS' OCYF has communicated DHS' expectation that C&Y agencies must monitor these private providers' compliance with the requirements of the CPSL. DHS has also reiterated this expectation during quarterly Pennsylvania Children and Youth Administrators (PCYA) meetings held between June 2016 and October 2017, as well as in general guidance regarding contract monitoring efforts included in OCYF Bulletins issued for the 2017-18 and 2018-19 fiscal years. Further, DHS stated that OCYF will issue additional guidance in its Needs-Based Plan and Budget instructions for this year to emphasize adherence to the CPSL requirements for these providers as part of the C&Y agencies' monitoring expectations.

and child abuse history clearances of their employees and volunteers to identify, and properly address, any identified disqualifying convictions.

⁹ The 2017 *Annual Child Protective Services Report* notes that the DHS' Office of Children, Youth and Families (OCYF) and its regional offices (in Philadelphia, Scranton, Harrisburg, and Pittsburgh) have responsibilities that include, among others: "Monitoring, licensing, and providing technical assistance to CCYA and private children and youth agencies and facilities." [Emphasis added.], p. 7;

http://www.dhs.pa.gov/cs/groups/webcontent/documents/document/c_275378.pdf, accessed August 3, 2018.

¹⁰ This includes *contracted In-Home Preventative Service providers* and their sub-recipients.

BEDFORD COUNTY CHILDREN AND YOUTH AGENCY CURRENT ENGAGEMENT OBSERVATION

Finally, DHS informed us that they will address the adequacy of C&Y agencies' monitoring through the July 2019 version of the DHS Single Audit Supplement (SAS) and will develop and require through the SAS a schedule that captures the details of each C&Y agency's monitoring efforts. This will include a listing of these private providers, whether they were monitored and if any CPSL violations were identified. The schedule will be submitted with the respective county's annual single audit report and will be subject to an Agreed Upon Procedures (AUP) engagement. DHS will also provide technical assistance to any C&Y agency that needs improvement.

We believe that DHS obtaining C&Y agencies' reporting of the CPSL status of these providers as a part of their Single Audit Supplement and the other above discussed DHS' methods taken to address the issues we raised in our March 18, 2018 Position Statement letter to DHS would be a significant improvement. However, until DHS implements a process to ensure that all 67 C&Y agencies are routinely directly monitoring the CPSL adherence to the *certifications* of their contracted in-home preventative service providers' employees and volunteers, this Department, as indicated in our March 18, 2018 Position Statement letter, will continue to raise our concerns. Our Department again wishes to re-emphasize that any failure to perform such monitoring puts the safety of these vulnerable children at great risk.

Greater Scrutiny of Arrest and Conviction Records

It is important to note that background checks and child abuse clearances have historically been valid for one year after being obtained. However, recent amendments to the CPSL extend this time frame from one year to five years.¹¹ Therefore, there is a need for DHS and C&Y agencies across the commonwealth to have a *greatly heightened* awareness about the arrest and conviction records, as well as child abuse adjudications, of the employees/volunteers of C&Y agencies' *contracted In-Home Preventative Service providers* and their sub-recipients. This is to ensure that no new, disqualifying incidents have occurred from the date of the background clearances since certain disqualifying offenses could go undetected for years.

Auditor General Senior Management's Follow-up Conclusion Statement

We commend DHS management for acknowledging the seriousness of the risks to children's safety resulting from the significant control deficiencies we identified related to CPSL adherence as discussed in our March 18, 2018 Position Statement letter. Further, we recognize the challenges that DHS faces in monitoring the 67 C&Y agencies' direct monitoring of the numerous *contracted In-Home Preventative Service providers* and their sub-recipients. We believe that requiring C&Y agencies to submit a schedule that captures the details of the agency's monitoring efforts as described above will be a major improvement. However, we

¹¹ 23 Pa.C.S. § 6344.4.

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also recognize that risks to these vulnerable children continue to exist. One such risk results from the potential delay of 9 to 21 months (or possibly longer) between the date of possible noncompliance by a *contracted In-Home Preventative Service provider* and/or inadequate monitoring by a county C&Y agency and DHS becoming aware of those issues.¹²

Furthermore, as previously stated, we have communicated to DHS that we believe that DHS should do more to assure that employees/volunteers of *contracted In-Home Preventative Service providers* are properly vetted through reviews of background checks and child abuse history clearances and to ensure that employees/volunteers do not have any convictions or adjudications that are disqualifying under the CPSL. Further, because of more recent amendments to the CPSL that changed the validity timeframe for background checks and child abuse history clearances from one to five years (i.e., 60 months) after being obtained, we believe that a greatly heightened awareness of these providers and sub-recipients' arrest and conviction records and child abuse adjudications is warranted.

Directly monitoring whether employees/volunteers of *contracted In-Home Preventative Service providers* are properly vetted through a background check process is a crucial step towards protecting these at-risk children. Therefore, we will continue to monitor the adequacy of measures taken by DHS to monitor and address C&Y agencies' compliance with the requirements of the CPSL as it relates to their contracted in-home preventative service providers and their sub-recipients. Again, our Department re-emphasizes that any failure to perform such monitoring puts the safety of these vulnerable children at great risk.

Finally, we requested that DHS reach out to, and work with, the chairs of the legislative committees of the Pennsylvania Senate and House of Representatives who help to protect the wellbeing of Pennsylvania children and youth to amend the Human Services Code to include provisions requiring the licensure and annual inspections of contracted In-Home Preventative Service providers and their subcontractors (sub-recipients).

¹² The potential 9-21 month delay is based on the Single Audit being due nine months after the end of the fiscal year plus up to 12 months for possible noncompliance occurring at the beginning of the fiscal year. The period of delay would be higher when the Single Audit is not received within nine months from the end of the fiscal year.

BEDFORD COUNTY CHILDREN AND YOUTH AGENCY
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