

# AMENDED FISCAL REPORTS

For Fiscal Years:

July 1, 2010 to June 30, 2011

July 1, 2011 to June 30, 2012

July 1, 2012 to June 30, 2013

July 1, 2013 to June 30, 2014

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## Centre County Children and Youth Agency

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February 2018



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 Centre County  
Willowbank County Office Building  
420 Holmes Street  
Bellefonte, PA 16823

Dear Commissioners:

We have examined 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 Centre County Children and Youth Agency (agency), legally known as Centre County Children and Youth Services (agency), 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, 2010 to June 30, 2011, July 1, 2011 to June 30, 2012, July 1, 2012 to June 30, 2013, and July 1, 2013 to June 30, 2014 pursuant to authority derived from Act 148 of 1976, as amended, (62 P.S. § 704.1(a)(4)). 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, 2011, June 30, 2012, June 30, 2013, and June 30, 2014.

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 compliance<sup>1</sup> 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 within Centre County.

We performed a review of the agency's internal controls over its invoice review and approval process for the 2010-2011 through the 2013-2014 fiscal years. We determined that agency staff responsible for reviewing and approving invoices submitted for payment did not perform procedures to obtain reasonable assurance that services corresponding to fees invoiced by In-Home Purchased Service providers were actually provided, and provided in adherence to executed key contract terms, before these invoices were approved for payment. Specifically, as detailed in the Finding in this report, for submitted In-Home Purchased Services invoices selected

for detailed review and the corresponding expenditures reported on the agency's submitted fiscal reports, the agency failed to provide supporting documentation evidencing that the services corresponding to the fees charged on the submitted invoices, and subsequently paid by the agency, were actually provided, and if provided, were provided in adherence to the requirements of the respective provider executed key contract terms.

Because of the significance of the matter described in the preceding paragraph, we were not able to obtain reasonable assurance that total expenditures of \$10,872,277 paid to In-Home Purchased Service providers and included in total Purchased Services expenditures of \$21,221,649 reported on the agency's CY-370 Expenditure Reports, and corresponding CY-383 Fee-For-Service Schedules, submitted to the DHS for the fiscal years ended 2011, 2012, 2013 and 2014, and included in the agency's respective general ledgers, were valid because the agency did not provide sufficient evidence that the corresponding services were actually provided or, if provided, that the services adhered to respective key executed contract provisions and DHS regulations. Therefore, while we achieved our objective of ascertaining and certifying the total Commonwealth expenditures paid on behalf of children residing within the county for the fiscal years ended 2011, 2012, 2013, and 2014, we cannot attest that services corresponding to the \$10,872,277 expended by the agency (and which the Commonwealth participated in) for In-Home Purchased Services were actually provided, or if provided, were provided in adherence to executed key contract provisions and DHS regulations because a high risk exists that overbillings and fraudulent billings could have occurred.

Despite the matter described in the third paragraph of previous page, we did perform procedures using the documentation available to us, and the results of those procedures are described in the bulleted items below. However, these results may have been affected by the matter described in the third paragraph, and our assurance provided is limited by that matter.

The results of our procedures performed during this engagement were as follows:

- **For the 2010-2011 fiscal year**, our engagement resulted in no adjustments being made to the agency's submitted fiscal reports. Thus, there is no effect on the Final Net State Share, as detailed in our amended fiscal reports for fiscal year 2010-2011, included in Section 1 of this report.
- **For the 2011-2012 fiscal year**, our engagement resulted in no adjustments being made to the agency's submitted fiscal reports. Thus, there is no effect on the Final Net State Share, as detailed in our amended fiscal reports for fiscal year 2011-2012, included in Section 2 of this report.
- **For the 2012-2013 fiscal year**, our engagement resulted in one adjustment being made to the agency's submitted fiscal reports. This adjustment impacted the agency's Final Net State Share by increasing expenditures by \$2,077. Based on the application of the state participation rates, this resulted in an amount due to the county totaling \$1,662. This adjustment is detailed in our amended fiscal reports for fiscal year 2012-2013, as included in Section 3 of this report.
- **For the 2013-2014 fiscal year**, our engagement resulted in no adjustments being made to the agency's submitted fiscal reports. Thus, there is no effect on the Final

Net State Share, as detailed in our amended fiscal reports for fiscal year 2013-2014, included in Section 4 of this report.

In addition, we found that the agency complied with the finding included in our prior released audit report, as detailed in Section 5 of this report.

We also identified the following area of non-compliance, as detailed in Section 6 of this report:

Finding – The Centre County Children and Youth Agency Paid Contractors for In-Home Purchased Services but Failed to Obtain Reasonable Assurance That These Services Were Actually Provided

Finally, we included the following current engagement observation, as detailed in Section 7 of this report:

Current Engagement 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 (CPSL)

The results of our engagement procedures, as presented in this report, were discussed with County representatives and agency management at an exit conference held on February 7, 2018.

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 *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 Centre County Children and Youth Agency.

Sincerely,



Eugene A. DePasquale  
Auditor General

February 13, 2018

Endnote

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<sup>1</sup> 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.

# CONTENTS

	Page
<b>Background</b> .....	1
<b>Section 1 – Amended Fiscal Reports for the Fiscal Year July 1, 2010 to June 30, 2011</b>	
Amended Computation of Final Net State Share .....	3
Amended CY-348 - Fiscal Summary .....	4
Amended CY-370A - Revenue Report .....	5
Amended CY-370 - Expenditure Report.....	6
Amended Summary of Expense and Expense Adjustments .....	7
<b>Section 2 – Amended Fiscal Reports for the Fiscal Year July 1, 2011 to June 30, 2012</b>	
Amended Computation of Final Net State Share .....	9
Amended CY-348 - Fiscal Summary .....	10
Amended CY-370A - Revenue Report .....	11
Amended CY-370 - Expenditure Report.....	12
Amended Summary of Expense and Expense Adjustments .....	13
<b>Section 3 – Amended Fiscal Reports for the Fiscal Year July 1, 2012 to June 30, 2013</b>	
Amended Computation of Final Net State Share .....	15
Amended CY-348 - Fiscal Summary .....	16
Amended CY-370A - Revenue Report .....	17
Amended CY-370 - Expenditure Report.....	18
Amended Summary of Expense and Expense Adjustments .....	19
Adjustment Schedule .....	20
<b>Section 4 – Amended Fiscal Reports for the Fiscal Year July 1, 2013 to June 30, 2014</b>	
Amended Computation of Final Net State Share .....	22
Amended CY-348 - Fiscal Summary .....	23
Amended CY-370A - Revenue Report .....	24
Amended CY-370 - Expenditure Report.....	25
Amended Summary of Expense and Expense Adjustments .....	26
<b>Section 5 – Status of Prior Engagement Finding and Recommendation</b> .....	28
<b>Section 6 – Current Engagement Finding and Recommendation</b> .....	30
<b>Section 7 – Current Engagement Observation</b> .....	37
<b>Report Distribution List</b> .....	40

## 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 Centre County Children and Youth Agency provided in-home and placement services to 2,479 children residing within the County during the 2015-2016 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 4<sup>th</sup> 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, 2010 to JUNE 30, 2011**

**CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2010 TO JUNE 30, 2011  
AMENDED  
COMPUTATION OF FINAL NET STATE SHARE**

Approved State Allocation <sup>1</sup>		\$	5,565,536
Supplemental Act 148			<u>0</u>
Total State Allocation			5,565,536
State Share (CY348) <sup>2</sup>	\$		5,280,491
Less: Major Service Category Adjustment			<u>0</u>
Net State Share		\$	5,280,491
Less: Expenditures in Excess of the Approved State Allocation			<u>0</u>
Final Net State Share Payable <sup>3</sup>		\$	5,280,491
Actual Act 148 Revenues Received <sup>4</sup>			<u>5,280,491</u>
Net Amount Due County/(State) <sup>5</sup>		\$	<u><u>0</u></u>

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

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

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

<sup>4</sup> Actual Act 148 Revenues Received is the amount of Act 148 funds the county received.

<sup>5</sup> 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.

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CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
 FOR THE PERIOD JULY 1, 2010 TO JUNE 30, 2011  
 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	OTHER FUNDING	MEDICAL ASSISTANCE	NET TOTAL	STATE ACT 148	LOCAL SHARE
NET CHILD WELFARE EXPENDITURES											
01. 100% REIMBURSEMENT	26,198	0	4,391	0	0	0	0	0	21,807	21,807	0
02. 90% REIMBURSEMENT	108,237	862	22,527	0	0	0	0	0	84,848	76,364	8,484
03. 80% REIMBURSEMENT	7,828,973	305,096	1,276,861	273,396	68,743	0	0	0	5,904,877	4,723,900	1,180,977
04. 60% REIMBURSEMENT	555,903	13,529	77,479	0	0	0	0	2,984	461,911	277,147	184,764
05. 50% REIMBURSEMENT	389,475	0	0	0	0	26,932	0	0	362,543	181,273	181,270
06. TOTAL NET CHILD WELFARE EXPEND.	8,908,786	319,487	1,381,258	273,396	68,743	26,932	0	2,984	6,835,986	5,280,491	1,555,495

YDC/YFC PLACEMENT COSTS											
07. 60% DHS PARTICIPATION	0	0	0						0	0	0

08. NON-REIMBURSABLE EXPENDITURES	25,601	0	0						25,601		25,601
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09. TOTAL EXPENDITURES	8,934,387	319,487	1,381,258	273,396	68,743	26,932	0	2,984	6,861,587	5,280,491	1,581,096
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10. IL Grant Funds Reported 0

11. TOTAL HSDF used for Child Welfare 0

12. TOTAL TITLE IV-D COLLECTIONS 61,718

13. TITLE IV-D Collections for IV-E Children 23,760

14. STATE ACT 148 - line 6 5,280,491

15. STATE ACT 148 ALLOCATION 5,565,536

16. ADJUSTED STATE SHARE (lower of 14 or 15) 5,280,491

INVOICE											
AMENDED STATE SHARE (ACT 148)	5,280,491										
ACT 148 AMOUNT RECEIVED	5,280,491										
ADJUSTMENT TO STATE SHARE	0										

Subsidized Permanent Legal Custodianship SPLC	Total Subsidies	Number of Days	Number of Children
	104,832	3,084	12

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2010 TO JUNE 30, 2011  
AMENDED CY370A  
REVENUE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	REVENUE SOURCES											
	1	2	3	4	5	6	7	8	9	10	11	12
	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
<b>IN-HOME</b>												
1-A ADOPTION SERVICE	26,198	0		4,391	0		0	0	0	21,807	21,807	0
1-B ADOPTION ASSISTANCE	920,512	0	419,180	53					0	501,279	401,023	100,256
1-C COUNSELING - DEPENDENT	1,747,215	71,008		0	273,396	0	0	0	0	1,402,811	1,122,249	280,562
1-D COUNSELING - DELINQUENT	305,553	0		0	0	0	0	0	0	305,553	244,442	61,111
1-E DAY CARE	2,793	0		0	0	0	0	0	0	2,793	2,234	559
1-F DAY TREATMENT - DEPENDENT	0	0		0	0	0	0	0	0	0	0	0
1-G DAY TREATMENT - DELINQUENT	2,425	0		34	0	0	0	0	0	2,391	1,913	478
1-H HOMEMAKER SERVICE	0	0			0	0	0	0	0	0	0	0
1-I INTAKE & REFERRAL	153,796	0		25,862	0	68,743	0	0	0	127,934	102,347	25,587
1-J LIFE SKILLS - DEPENDENT	362,482	100,442		868	0	0	0	0	0	192,429	153,943	38,486
1-K LIFE SKILLS - DELINQUENT	0	0			0	0	0	0	0	0	0	0
1-L PROTECTIVE SERVICE - CHILD ABUSE	220,600	3,449		30,201	0				0	186,950	149,560	37,390
1-M PROTECTIVE SERVICE - GENERAL	608,076	0		93,035	0	0	0	0	0	515,041	412,033	103,008
1-N SERVICE PLANNING	743,669	0		124,553	0	0	0	0	0	619,116	495,293	123,823
1-O JUVENILE ACT PROCEEDINGS - DEPENDENT	143,901	0		0	0	26,932	0	0	0	116,969	58,485	58,484
1-P JUVENILE ACT PROCEEDINGS - DELINQUENT	675	0		0	0	0	0	0	0	675	338	337
1-Q <b>SUBTOTAL IN-HOME</b>	5,237,895	174,899	419,180	278,997	273,396	68,743	26,932	0	0	3,995,748	3,165,667	830,081
<b>COMMUNITY BASED PLACEMENT</b>												
2-A ALTERNATIVE TREATMENT - DEPENDENT	0	0	0	0						0	0	0
2-B ALTERNATIVE TREATMENT - DELINQUENT	0	0	0	0						0	0	0
2-C COMMUNITY RESIDENTIAL - DEPENDENT	894,766	27,677	167,725	14,475					0	684,889	547,911	136,978
2-D COMMUNITY RESIDENTIAL - DELINQUENT	198,455	9,239	24,243	175					0	164,798	131,838	32,960
2-E EMERGENCY SHELTER - DEPENDENT	86,716	862	18,689	1,281	0	0	0	0	0	65,884	59,296	6,588
2-F EMERGENCY SHELTER - DELINQUENT	21,521	0	2,535	22	0	0	0	0	0	18,964	17,068	1,896
2-G FOSTER FAMILY - DEPENDENT	1,668,463	93,281	205,033	171,424					0	1,198,725	958,980	239,745
2-H FOSTER FAMILY - DELINQUENT	168	0	0	0					0	168	134	34
2-I SUP. INDEPENDENT LIVING - DEPENDENT	0	0	0	0					0	0	0	0
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0					0	0	0	0
2-K <b>SUBTOTAL CBP</b>	2,870,089	131,059	418,225	187,377	0	0	0	0	0	2,133,428	1,715,227	418,201
<b>INSTITUTIONAL PLACEMENT</b>												
3-A JUVENILE DETENTION SERVICE	244,899	0						0	0	244,899	122,450	122,449
3-B RESIDENTIAL SERVICE - DEPENDENT	45,552	3,074	0	6,867				0	0	35,611	21,367	14,244
3-C RES. SERVICE - DELINQUENT (NON YDC/YFC)	193,154	9,966	21,896	167				0	0	161,125	96,675	64,450
3-D SECURE RES. SERVICE (EXCEPT YDC)	27,088	489						0	0	26,599	15,959	10,640
3-E YDC/YFC (NON-SECURE)-Institutional	0	0								0	0	0
3-F YDC SECURE	0	0								0	0	0
3-G <b>SUBTOTAL INSTITUTIONAL</b>	510,693	13,529	21,896	7,034	0	0	0	0	0	468,234	256,451	211,783
4 <b>ADMINISTRATION</b>	290,109	0		48,549					2,984	238,576	143,146	95,430
<b>TOTAL REVENUES</b>	8,908,786	319,487	859,301	521,957	273,396	68,743	26,932	0	2,984	6,835,986	5,280,491	1,555,495

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2010 TO JUNE 30, 2011  
AMENDED CY370  
EXPENDITURE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	OBJECTS OF EXPENDITURE										12 Program Income related to all Non- Reimbursable	
	1 WAGES AND SALARIES	2 EMPLOYEE BENEFITS	3 SUBSIDIES	4 OPERATING	5 PURCHASED SERVICES	6 FIXED ASSETS	7 TOTAL EXPENDITURES	8 Children Served (by county)	9 Children Served (Purchased)	10 Non- Reimbursable Non PS/Sub.		11 Non-Reim. Purchased Serv/ Subsidies
<b>IN-HOME</b>												
I-A ADOPTION SERVICE	15,947	6,571		3,434	0	246	26,198	31	0	0	0	0
I-B ADOPTION ASSISTANCE	0	0	938,762	0	0	0	938,762	0	99	0	18,250	0
I-C COUNSELING - DEPENDENT	0	0		1,747,215	0	0	1,747,215	0	252	0	0	0
I-D COUNSELING - DELINQUENT	0	0		305,553	0	0	305,553	0	54	0	0	0
I-E DAY CARE	0	0		3,096	0	0	3,096	0	6	0	303	0
I-F DAY TREATMENT - DEPENDENT	0	0		0	0	0	0	0	0	0	0	0
I-G DAY TREATMENT - DELINQUENT	0	0		206	2,219	0	2,425	0	11	0	0	0
I-H HOME/MAKER SERVICE	97,450	40,666		13,221	0	2,479	153,796	265	0	0	0	0
I-I INTAKE & REFERRAL	3,307	1,333		588	357,215	39	362,482	0	131	0	0	0
I-J LIFE SKILLS - DEPENDENT	0	0		0	0	0	0	0	0	0	0	0
I-K LIFE SKILLS - DELINQUENT	112,256	46,220		20,332	40,014	1,778	220,600	183	38	0	0	0
I-L PROTECTIVE SERVICE - CHILD ABUSE	349,239	143,957		65,628	45,242	5,597	609,663	342	35	1,587	0	0
I-M PROTECTIVE SERVICE - GENERAL	469,915	193,490		73,331	0	6,933	743,669	1,703	0	0	0	0
I-N SERVICE PLANNING												
I-O JUVENILE ACT PROCEEDINGS - DEPENDENT												
I-P JUVENILE ACT PROCEEDINGS - DELINQUENT												
I-Q <b>SUBTOTAL IN-HOME</b>	1,048,094	432,237	938,762	176,740	2,645,130	17,072	5,258,035			1,587	18,553	0
	Number of Children receiving only NON-PURCHASED IN-Home Services											
<b>COMMUNITY BASED PLACEMENT</b>												
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	50,136	20,630		15,883	807,411	706	894,766	5,068	26	0	0	0
2-D COMMUNITY RESIDENTIAL - DELINQUENT	0	0		1,664	196,791	0	198,455	1,039	7	0	0	0
2-E EMERGENCY SHELTER - DEPENDENT	2,046	842		5,435	78,301	92	86,716	1,196	47	0	0	0
2-F EMERGENCY SHELTER - DELINQUENT	0	0		135	21,386	0	21,521	140	5	0	0	0
2-G FOSTER FAMILY - DEPENDENT	394,729	162,866	104,832	156,518	850,073	4,906	1,673,924	21,725	97	1,809	3,652	0
2-H FOSTER FAMILY - DELINQUENT	0	0		0	168	0	168	2	1	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	0
2-K <b>SUBTOTAL CBP</b>	446,911	184,338	104,832	179,635	1,954,130	5,704	2,875,550	29,170	183	1,809	3,652	0
<b>INSTITUTIONAL PLACEMENT</b>												
3-A JUVENILE DETENTION SERVICE	0	0		98	244,801	0	244,899	286	24	0	0	0
3-B RESIDENTIAL SERVICE - DEPENDENT	24,939	10,009		7,809	2,624	171	45,552	1,885	18	0	0	0
3-C RES. SERVICE - DELINQUENT (EXCEPT YDC/YFC)	0	0		983	192,171	0	193,154	1,751	13	0	0	0
3-D SECURE RES. SERVICE (EXCEPT YDC)	0	0		53	27,035	0	27,088	118	2	0	0	0
3-E YDC/YFC (NON-SECURE)-Institutional	0	0		0	0	0	0	0	0	0	0	0
3-F YDC SECURE	0	0		0	0	0	0	0	0	0	0	0
3-G <b>SUBTOTAL INSTITUTIONAL</b>	24,939	10,009	0	8,943	466,631	171	510,693	4,040	57	0	0	0
<b>ADMINISTRATION</b>	117,874	48,318	0	122,355	0	1,562	290,109			0	0	0
<b>TOTAL EXPENDITURES</b>	1,637,818	674,902	1,043,594	487,673	5,065,891	24,509	8,934,387			3,396	22,205	0
	County Indirect Costs = \$ 110,544											

**CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2010 TO JUNE 30, 2011  
AMENDED  
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS**

<b>COST CENTER ITEMS</b>	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	\$ 26,198	\$ 0	\$ 26,198
Adoption Assistance	938,762	0	938,762
Counseling	2,052,768	0	2,052,768
Day Care	3,096	0	3,096
Day Treatment	2,425	0	2,425
Homemaker Service	0	0	0
Intake and Referral	153,796	0	153,796
Life Skills	362,482	0	362,482
Protective Service - Child Abuse	220,600	0	220,600
Protective Service - General	609,663	0	609,663
Service Planning	743,669	0	743,669
Juvenile Act Proceedings	144,576	0	144,576
Alternative Treatment	0	0	0
Community Residential	1,093,221	0	1,093,221
Emergency Shelter	108,237	0	108,237
Foster Family	1,674,092	0	1,674,092
Supervised Independent Living	0	0	0
Juvenile Detention Service	244,899	0	244,899
Residential Service	238,706	0	238,706
Secure Residential Service (Except YDC)	27,088	0	27,088
YDC/YFC (Non-Secure) - Institutional	0	0	0
YDC Secure	0	0	0
Administration	290,109	0	290,109
Combined Total Expense	<u>8,934,387</u>	<u>0</u>	<u>8,934,387</u>
Less Non-reimbursables	<u>25,601</u>	<u>0</u>	<u>25,601</u>
Total Net Expense	<u>\$ 8,908,786</u>	<u>\$ 0</u>	<u>\$ 8,908,786</u>

<b>OBJECTS OF EXPENDITURE</b>	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	\$ 1,637,818	\$ 0	\$ 1,637,818
Employee Benefits	674,902	0	674,902
Subsidies	1,043,594	0	1,043,594
Operating	487,673	0	487,673
Purchased Services	5,065,891	0	5,065,891
Fixed Assets	24,509	0	24,509
Combined Total Expense	<u>8,934,387</u>	<u>0</u>	<u>8,934,387</u>
Less Non-reimbursables	<u>25,601</u>	<u>0</u>	<u>25,601</u>
Total Net Expense	<u>\$ 8,908,786</u>	<u>\$ 0</u>	<u>\$ 8,908,786</u>

# **SECTION 2**

## **AMENDED FISCAL REPORTS**

**FOR THE FISCAL YEAR:**

**JULY 1, 2011 to JUNE 30, 2012**

**CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2011 TO JUNE 30, 2012  
AMENDED  
COMPUTATION OF FINAL NET STATE SHARE**

Approved State Allocation <sup>1</sup>		\$	5,563,838
Supplemental Act 148			<u>99,577</u>
Total State Allocation			5,663,415
State Share (CY348) <sup>2</sup>	\$		5,663,415
Less: Major Service Category Adjustment			<u>0</u>
Net State Share		\$	5,663,415
Less: Expenditures in Excess of the Approved State Allocation			<u>0</u>
Final Net State Share Payable <sup>3</sup>		\$	5,663,415
Actual Act 148 Revenues Received <sup>4</sup>			<u>5,663,415</u>
Net Amount Due County/(State) <sup>5</sup>		\$	<u><u>0</u></u>

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

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

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

<sup>4</sup> Actual Act 148 Revenues Received is the amount of Act 148 funds the county received.

<sup>5</sup> 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.

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CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
 FOR THE PERIOD JULY 1, 2011 TO JUNE 30, 2012  
 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	OTHER FUNDING	MEDICAL ASSISTANCE	NET TOTAL	STATE ACT 148	LOCAL SHARE
NET CHILD WELFARE EXPENDITURES											
01. 100% REIMBURSEMENT	55,134	20	9,744	0	0	0	0	0	45,370	45,370	0
02. 90% REIMBURSEMENT	139,265	6	19,697	0	0	0	0	0	119,562	107,606	11,956
03. 80% REIMBURSEMENT	8,281,723	152,057	1,398,809	281,205	68,743	0	0	0	6,380,909	5,104,727	1,276,182
04. 60% REIMBURSEMENT	485,183	9,836	80,479	0	0	0	0	4,845	390,023	234,014	156,009
05. 50% REIMBURSEMENT	370,327	0	0	0	0	26,932	0	0	343,395	171,698	171,697
06. TOTAL NET CHILD WELFARE EXPEND.	9,331,632	161,919	1,508,729	281,205	68,743	26,932	0	4,845	7,279,259	5,663,415	1,615,844

YDC/YFC PLACEMENT COSTS											
07. 60% DHS PARTICIPATION	0	0							0	0	0

08. NON-REIMBURSABLE EXPENDITURES	27,720	0							27,720		27,720
09. TOTAL EXPENDITURES	9,359,352	161,919	1,508,729	281,205	68,743	26,932	0	4,845	7,306,979	5,663,415	1,643,564

10. TOTAL TITLE IV-D COLLECTIONS 61,508

11. TITLE IV-D Collections for IV-E Children 26,585

12. STATE ACT 148 - line 6 5,663,415

13. STATE ACT 148 ALLOCATION 5,663,415

14. ADJUSTED STATE SHARE (lower of 12 or 13) 5,663,415

INVOICE											
AMENDED STATE SHARE (ACT 148)	5,663,415										
ACT 148 AMOUNT RECEIVED	5,663,415										
ADJUSTMENT TO STATE SHARE	0										

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2011 TO JUNE 30, 2012  
AMENDED CY370A  
REVENUE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	REVENUE SOURCES											
	1	2	3	4	5	6	7	8	9	10	11	12
	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
<b>IN-HOME</b>												
I-A ADOPTION SERVICE	55,134	20	9,744	0	0	0	0	0	0	45,370	45,370	0
I-B ADOPTION ASSISTANCE	928,526	0	394,527	2,371	0	0	0	0	0	531,628	425,302	106,326
I-C SUBSIDIZED PERMANENT LEGAL CUSTODIANSHIP	131,041	3	29,980	1,626	0	0	0	0	0	99,432	79,546	19,886
I-D COUNSELING - DEPENDENT	1,962,627	0	0	0	281,205	0	0	0	0	1,681,422	1,345,138	336,284
I-E COUNSELING - DELINQUENT	144,563	0	9	0	0	0	0	0	0	144,554	115,643	28,911
I-F DAY CARE	3,604	0	0	0	0	0	0	0	0	3,604	2,883	721
I-G DAY TREATMENT - DEPENDENT	0	0	0	0	0	0	0	0	0	0	0	0
I-H DAY TREATMENT - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
I-I HOME/MAKER SERVICE	0	0	0	0	0	0	0	0	0	0	0	0
I-J INTAKE & REFERRAL	193,476	62	34,381	0	0	0	0	0	0	159,033	127,226	31,807
I-K LIFE SKILLS - DEPENDENT	357,343	0	620	0	68,743	0	0	0	0	287,980	230,384	57,596
I-L LIFE SKILLS - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
I-M PROTECTIVE SERVICE - CHILD ABUSE	214,722	49	31,327	0	0	0	0	0	0	183,346	146,677	36,669
I-N PROTECTIVE SERVICE - GENERAL	620,252	214	99,200	0	0	0	0	0	0	520,838	416,670	104,168
I-O SERVICE PLANNING	807,632	359	142,206	0	0	0	0	0	0	665,067	532,054	133,013
I-P JUVENILE ACT PROCEEDINGS - DEPENDENT	146,057	0	0	0	0	26,932	0	0	0	119,125	59,563	59,562
I-Q JUVENILE ACT PROCEEDINGS - DELINQUENT	990	0	0	0	0	0	0	0	0	990	495	495
<b>I-R SUBTOTAL IN-HOME</b>	<b>5,565,967</b>	<b>707</b>	<b>424,507</b>	<b>321,484</b>	<b>281,205</b>	<b>68,743</b>	<b>26,932</b>	<b>0</b>	<b>0</b>	<b>4,442,389</b>	<b>3,526,951</b>	<b>915,438</b>
<b>COMMUNITY BASED PLACEMENT</b>	<b>TOTAL REIMBURSABLE EXPENDITURES</b>	<b>PROGRAM INCOME</b>	<b>TITLE IV-E MAINTENANCE</b>	<b>TITLE IV-E ADMIN.</b>	<b>TANF</b>	<b>TITLE XX</b>	<b>TITLE IV-B</b>	<b>OTHER FUNDING</b>	<b>MEDICAL ASSISTANCE</b>	<b>NET REIMBURSABLE EXPENDITURES</b>	<b>STATE ACT 148</b>	<b>LOCAL SHARE</b>
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	996,009	49,272	221,720	14,014	0	0	0	0	0	711,003	568,802	142,201
2-D COMMUNITY RESIDENTIAL - DELINQUENT	269,293	11,979	24,588	127	0	0	0	0	0	232,599	186,079	46,520
2-E EMERGENCY SHELTER - DEPENDENT	89,944	6	16,828	2,839	0	0	0	0	0	70,271	63,244	7,027
2-F EMERGENCY SHELTER - DELINQUENT	49,321	0	0	30	0	0	0	0	0	49,291	44,362	4,929
2-G FOSTER FAMILY - DEPENDENT	1,643,642	86,629	207,410	194,687	0	0	0	0	0	1,154,916	923,933	230,983
2-H FOSTER FAMILY - DELINQUENT	8,993	3,490	0	16	0	0	0	0	0	5,487	4,390	1,097
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
<b>2-K SUBTOTAL CBP</b>	<b>3,057,202</b>	<b>151,376</b>	<b>470,546</b>	<b>211,713</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,223,567</b>	<b>1,790,810</b>	<b>432,757</b>
<b>INSTITUTIONAL PLACEMENT</b>	<b>TOTAL REIMBURSABLE EXPENDITURES</b>	<b>PROGRAM INCOME</b>	<b>TITLE IV-E MAINTENANCE</b>	<b>TITLE IV-E ADMIN.</b>	<b>TANF</b>	<b>TITLE XX</b>	<b>TITLE IV-B</b>	<b>OTHER FUNDING</b>	<b>MEDICAL ASSISTANCE</b>	<b>NET REIMBURSABLE EXPENDITURES</b>	<b>STATE ACT 148</b>	<b>LOCAL SHARE</b>
3-A JUVENILE DETENTION SERVICE	223,280	0	2,888	2,664	0	0	0	0	0	223,280	111,640	111,640
3-B RESIDENTIAL SERVICE - DEPENDENT	23,515	617	20,744	22	0	0	0	0	0	17,346	10,408	6,938
3-C RES. SERVICE - DELINQUENT (NON YDC/YFC)	72,244	4,955	83,246	0	0	0	0	0	0	46,523	27,914	18,609
3-D SECURE RES. SERVICE (EXCEPT YDC)	83,246	4,209	0	0	0	0	0	0	0	79,037	47,422	31,615
3-E YDC SECURE	0	0	0	0	0	0	0	0	0	0	0	0
3-F	402,285	9,781	23,652	2,686	0	0	0	0	0	366,186	197,384	168,802
<b>3 SUBTOTAL INSTITUTIONAL</b>	<b>777,564</b>	<b>14,952</b>	<b>49,034</b>	<b>2,712</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>493,045</b>	<b>287,264</b>	<b>205,787</b>
<b>4 ADMINISTRATION</b>	<b>306,178</b>	<b>55</b>	<b>0</b>	<b>54,161</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,845</b>	<b>247,117</b>	<b>148,270</b>	<b>98,847</b>
<b>5 TOTAL REVENUES</b>	<b>9,331,632</b>	<b>161,919</b>	<b>918,685</b>	<b>590,044</b>	<b>281,205</b>	<b>68,743</b>	<b>26,932</b>	<b>0</b>	<b>4,845</b>	<b>7,279,259</b>	<b>5,663,415</b>	<b>1,615,844</b>



CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2011 TO JUNE 30, 2012  
AMENDED CY370  
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	27,671	10,966		16,478	0	19	55,134	26	0	0	0	0
1-B ADOPTION ASSISTANCE	0	0	946,826	0	0	0	946,826	0	99	0	18,300	0
1-C SUBSIDIZED PERMANENT LEGAL CUSTODIANS/SH	6,051	2,377	121,946	665	0	2	131,041	0	13	0	0	0
1-D COUNSELING - DEPENDENT	0	0		0	1,962,627	0	1,962,627	0	319	0	0	0
1-E COUNSELING - DELINQUENT	0	0		49	144,514	0	144,563	0	58	0	0	0
1-F DAY CARE	0	0		0	3,705	0	3,705	0	10	0	101	0
1-G DAY TREATMENT - DEPENDENT	0	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	0
1-I HOMEMAKER SERVICE	0	0		0	0	0	0	0	0	0	0	0
1-J INTAKE & REFERRAL	123,892	49,257		20,134	0	193	193,476	263	0	0	0	0
1-K LIFE SKILLS - DEPENDENT	2,200	870		432	353,838	3	357,343	0	155	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	112,674	44,783		20,820	36,275	170	214,722	212	51	0	0	0
1-N PROTECTIVE SERVICE - GENERAL	364,889	145,218		59,503	52,679	488	622,777	296	46	2,525	0	0
1-O SERVICE PLANNING	523,815	208,276		74,861	0	680	807,632	1,976	0	0	0	0
1-P JUVENILE ACT PROCEEDINGS - DEPENDENT				2,157	143,900		146,057	0	121	0	0	0
1-Q JUVENILE ACT PROCEEDINGS - DELINQUENT				0	990		990	0	22	0	0	0
1-R SUBTOTAL IN-HOME	1,161,192	461,747	1,068,772	195,099	2,698,528	1,555	5,586,893			2,525	18,401	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	47,765	19,056	0	13,400	915,976	63	996,260	5,818	32	0	251	0
2-D COMMUNITY RESIDENTIAL - DELINQUENT	0	0	0	1,383	267,910	0	269,293	1,654	16	0	0	0
2-E EMERGENCY SHELTER - DEPENDENT	2,969	1,229	0	5,796	79,946	4	89,944	1,013	41	0	0	0
2-F EMERGENCY SHELTER - DELINQUENT	0	0	0	166	49,155	0	49,321	321	11	0	0	0
2-G FOSTER FAMILY - DEPENDENT	347,363	138,046	0	150,847	1,013,484	445	1,650,185	20,678	105	2,845	3,698	0
2-H FOSTER FAMILY - DELINQUENT	0	0	0	94	8,899	0	8,993	222	2	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	398,097	158,331	0	171,686	2,335,370	512	3,063,996	29,706	207	2,845	3,949	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	Program Income related to all Non-Reimbursable
3-A JUVENILE DETENTION SERVICE	0	0	0	301	222,979	0	223,280	342	29	0	0	0
3-B RESIDENTIAL SERVICE - DEPENDENT	8,637	3,494	0	3,085	8,289	10	23,515	32	2	0	0	0
3-C RES. SERVICE - DELINQUENT (EXCEPT YDC/YFC)	0	0	0	277	71,967	0	72,244	488	5	0	0	0
3-D SECURE RES. SERVICE (EXCEPT YDC)	0	0	0	241	83,005	0	83,246	366	1	0	0	0
3-E YDC SECURE	0	0	0	0	0	0	0	0	0	0	0	0
3-F SUBTOTAL INSTITUTIONAL	8,637	3,494	0	3,904	386,240	10	402,285	1,228	37	0	0	0
4 ADMINISTRATION	129,345	51,342	0	125,395	0	96	306,178			0	0	0
5 TOTAL EXPENDITURES	1,697,271	674,914	1,068,772	496,084	5,420,138	2,173	9,359,352			5,370	22,350	0
County Indirect Costs = \$ 112,972												

**CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2011 TO JUNE 30, 2012  
AMENDED  
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS**

<b>COST CENTER ITEMS</b>	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	\$ 55,134	\$ 0	\$ 55,134
Adoption Assistance	946,826	0	946,826
Subsidized Permanent Legal Custodianship	131,041	0	131,041
Counseling	2,107,190	0	2,107,190
Day Care	3,705	0	3,705
Day Treatment	0	0	0
Homemaker Service	0	0	0
Intake and Referral	193,476	0	193,476
Life Skills	357,343	0	357,343
Protective Service - Child Abuse	214,722	0	214,722
Protective Service - General	622,777	0	622,777
Service Planning	807,632	0	807,632
Juvenile Act Proceedings	147,047	0	147,047
Alternative Treatment	0	0	0
Community Residential	1,265,553	0	1,265,553
Emergency Shelter	139,265	0	139,265
Foster Family	1,659,178	0	1,659,178
Supervised Independent Living	0	0	0
Juvenile Detention Service	223,280	0	223,280
Residential Service	95,759	0	95,759
Secure Residential Service (Except YDC)	83,246	0	83,246
YDC Secure	0	0	0
Administration	306,178	0	306,178
Combined Total Expense	<u>9,359,352</u>	<u>0</u>	<u>9,359,352</u>
Less Non-reimbursables	<u>27,720</u>	<u>0</u>	<u>27,720</u>
Total Net Expense	<u>\$ 9,331,632</u>	<u>\$ 0</u>	<u>\$ 9,331,632</u>

<b>OBJECTS OF EXPENDITURE</b>	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	\$ 1,697,271	\$ 0	\$ 1,697,271
Employee Benefits	674,914	0	674,914
Subsidies	1,068,772	0	1,068,772
Operating	496,084	0	496,084
Purchased Services	5,420,138	0	5,420,138
Fixed Assets	2,173	0	2,173
Combined Total Expense	<u>9,359,352</u>	<u>0</u>	<u>9,359,352</u>
Less Non-reimbursables	<u>27,720</u>	<u>0</u>	<u>27,720</u>
Total Net Expense	<u>\$ 9,331,632</u>	<u>\$ 0</u>	<u>\$ 9,331,632</u>

# **SECTION 3**

## **AMENDED FISCAL REPORTS**

**FOR THE FISCAL YEAR:**

**JULY 1, 2012 to JUNE 30, 2013**

**CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2012 TO JUNE 30, 2013  
AMENDED  
COMPUTATION OF FINAL NET STATE SHARE**

Approved State Allocation <sup>1</sup>		\$	5,843,776
Supplemental Act 148			<u>0</u>
Total State Allocation			5,843,776
State Share (CY348) <sup>2</sup>	\$		5,773,280
Less: Major Service Category Adjustment			<u>0</u>
Net State Share		\$	5,773,280
Less: Expenditures in Excess of the Approved State Allocation			<u>0</u>
Final Net State Share Payable <sup>3</sup>		\$	5,773,280
Actual Act 148 Revenues Received <sup>4</sup>			<u>5,771,618</u>
Net Amount Due County/(State) <sup>5</sup>		\$	<u><u>1,662</u></u>

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

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

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

<sup>4</sup> Actual Act 148 Revenues Received is the amount of Act 148 funds the county received.

<sup>5</sup> 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.

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CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
 FOR THE PERIOD JULY 1, 2012 TO JUNE 30, 2013  
 AMENDED CY348  
 FISCAL SUMMARY

	A	B	C	D	E	F	G	H	I	J	K
	GRAND	PROGRAM	TITLE	TANF	TITLE	TITLE	OTHER	MEDICAL	NET	STATE	LOCAL
	TOTAL	INCOME	IV-E		XX	IV-B	FUNDING	ASSISTANCE	TOTAL	ACT 148	SHARE
NET CHILD WELFARE EXPENDITURES											
01. 100% REIMBURSEMENT	43,199	0	6,648	0	0	0	0	0	36,551	36,551	0
02. 90% REIMBURSEMENT	88,735	0	8,014	0	0	0	0	0	80,721	72,649	8,072
03. 80% REIMBURSEMENT	8,353,731	172,052	1,313,117	281,205	68,743	0	0	0	6,518,614	5,214,892	1,303,722
04. 60% REIMBURSEMENT	545,050	15,785	55,313	0	0	0	0	5,139	468,813	281,288	187,525
05. 50% REIMBURSEMENT	362,730	0	0	0	0	26,932	0	0	335,798	167,900	167,898
06. TOTAL NET CHILD WELFARE EXPEND.	9,393,445	187,837	1,383,092	281,205	68,743	26,932	0	5,139	7,440,497	5,773,280	1,667,217
YDC/YFC PLACEMENT COSTS											
07. 60% DHSPARTICIPATION	0	0								0	0
08. NON-REIMBURSABLE EXPENDITURES	19,931	0							19,931		19,931
09. TOTAL EXPENDITURES	9,413,376	187,837	1,383,092	281,205	68,743	26,932	0	5,139	7,460,428	5,773,280	1,687,148
10. TOTAL TITLE IV-D COLLECTIONS	90,344										
11. TITLE IV-D Collections for IV-E Children	23,676										
12. STATE ACT 148 - line 6	5,773,280										
13. STATE ACT 148 ALLOCATION	5,843,776										
14. ADJUSTED STATE SHARE (lower of 12 or 13)	5,773,280										
INVOICE											
AMENDED STATE SHARE (ACT 148)	5,773,280										
ACT 148 AMOUNT RECEIVED	5,771,618										
ADJUSTMENT TO STATE SHARE	1,662										

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2012 TO JUNE 30, 2013  
AMENDED CY370A  
REVENUE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	REVENUE SOURCES											
	1	2	3	4	5	6	7	8	9	10	11	12
	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
<b>IN-HOME</b>												
I-A ADOPTION SERVICE	43,199	0		6,648	0			0	0	36,551	36,551	0
I-B ADOPTION ASSISTANCE	1,013,326	0	426,685	2,484					0	584,157	467,526	116,831
I-C SUBSIDIZED PERMANENT LEGAL CUSTODIANSH	133,361	0	32,601	510					0	100,250	80,200	20,050
I-D COUNSELING - DEPENDENT	1,936,106	0			281,205	0	0	0	0	1,654,901	1,323,921	330,980
I-E COUNSELING - DELINQUENT	187,756	0		34	0	0	0	0	0	187,722	150,178	37,544
I-F DAY CARE	3,496	0			0	0	0	0	0	3,496	2,797	699
I-G DAY TREATMENT - DEPENDENT	0	0			0	0	0	0	0	0	0	0
I-H DAY TREATMENT - DELINQUENT	0	0			0	0	0	0	0	0	0	0
I-I HOMEMAKER SERVICE	0	0			0	0	0	0	0	0	0	0
I-J INTAKE & REFERRAL	141,922	0		21,821	0	0	0	0	0	120,101	96,081	24,020
I-K LIFE SKILLS - DEPENDENT	356,332	0		1,540	0	68,743	0	0	0	286,049	228,839	57,210
I-L LIFE SKILLS - DELINQUENT	0	0			0	0	0	0	0	0	0	0
I-M LIFE SKILLS - DELINQUENT	218,006	0		26,849	0	0	0	0	0	191,157	152,926	38,231
I-N PROTECTIVE SERVICE - CHILD ABUSE	607,553	0		83,895	0	0	0	0	0	523,658	418,926	104,732
I-O PROTECTIVE SERVICE - GENERAL	884,695	0		136,090	0	0	0	0	0	748,605	598,884	149,721
I-P SERVICE PLANNING	165,802	0			0	26,932	0	0	0	138,870	69,435	69,435
I-Q JUVENILE ACT PROCEEDINGS - DEPENDENT	1,035	0			0		0	0	0	1,035	518	517
I-Q JUVENILE ACT PROCEEDINGS - DELINQUENT	5,692,589	0	459,286	279,871	281,205	68,743	26,932	0	0	4,576,552	3,626,582	949,970
<b>I-R SUBTOTAL IN-HOME</b>												
<b>COMMUNITY BASED PLACEMENT</b>												
2-A ALTERNATIVE TREATMENT - DEPENDENT	0	0		0		0	0		0	0	0	0
2-B ALTERNATIVE TREATMENT - DELINQUENT	0	0		0		0	0		0	0	0	0
2-C COMMUNITY RESIDENTIAL - DEPENDENT	963,415	59,301	204,027	9,211		0	0		0	690,876	552,701	138,175
2-D COMMUNITY RESIDENTIAL - DELINQUENT	414,915	36,990	38,132	169		0	0		0	339,624	271,699	67,925
2-E EMERGENCY SHELTER - DEPENDENT	35,111	0	4,872	1,126	0	0	0	0	0	29,113	26,202	2,911
2-F EMERGENCY SHELTER - DELINQUENT	53,624	0	2,000	16	0	0	0	0	0	51,608	46,447	5,161
2-G FOSTER FAMILY - DEPENDENT	1,459,849	69,431	178,074	150,975		0	0	0	0	1,061,369	849,095	212,274
2-H FOSTER FAMILY - DELINQUENT	32,999	6,330	0	20		0	0		0	26,649	21,319	5,330
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	0		0	0	0	0
<b>2-K SUBTOTAL CBF</b>	2,959,913	172,052	427,105	161,517	0	0	0	0	0	2,199,239	1,767,463	431,776
<b>INSTITUTIONAL PLACEMENT</b>												
3-A JUVENILE DETENTION SERVICE	195,893	0						0	0	195,893	97,947	97,946
3-B RESIDENTIAL SERVICE - DEPENDENT	43,393	0	10,179	1,179		0	0		0	32,083	19,221	12,814
3-C RES. SERVICE - DELINQUENT (NON YDC/YFC)	156,494	11,921	3,571	24		0	0		0	140,978	84,587	56,391
3-D SECURE RES. SERVICE (EXCEPT YDC)	82,760	3,864							0	78,896	47,338	31,558
3-E YDC SECURE	0	0								0	0	0
<b>3-F SUBTOTAL INSTITUTIONAL</b>	478,540	15,785	13,750	1,203	0	0	0	0	0	447,802	249,093	198,709
<b>4 ADMINISTRATION</b>	262,403	0		40,360		0	0		5,139	216,904	130,142	86,762
<b>5 TOTAL REVENUES</b>	9,393,445	187,837	900,141	482,951	281,205	68,743	26,932	0	5,139	7,440,497	5,773,280	1,667,217

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2012 TO JUNE 30, 2013  
AMENDED CY370  
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
I-A ADOPTION SERVICE	19,295	8,207		15,697	0	0	43,199	28	0	0	0	0
I-B ADOPTION ASSISTANCE	0	0	1,031,576	0	0	0	1,031,576	0	105	0	18,250	0
I-C SUBSIDIZED PERMANENT LEGAL CUSTODIANSHIP	2,254	896	130,045	166	0	0	133,361	0	12	0	0	0
I-D COUNSELING - DEPENDENT	0	0		0	1,936,106	0	1,936,106	0	315	0	0	0
I-E COUNSELING - DELINQUENT	0	0		220	187,536	0	187,756	0	56	0	0	0
I-F DAY CARE	0	0		0	3,557	0	3,557	0	4	0	61	0
I-G DAY TREATMENT - DEPENDENT	0	0		0	0	0	0	0	0	0	0	0
I-H DAY TREATMENT - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0
I-I HOMEMAKER SERVICE	0	0		0	0	0	0	0	0	0	0	0
I-J INTAKE & REFERRAL	90,209	38,287		13,426	0	0	141,922	214	0	0	0	0
I-K LIFE SKILLS - DEPENDENT	6,573	2,764		649	346,346	0	356,332	0	156	0	0	0
I-L LIFE SKILLS - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0
I-M PROTECTIVE SERVICE - CHILD ABUSE	108,069	45,866		20,758	43,313	0	218,006	225	70	0	0	0
I-N PROTECTIVE SERVICE - GENERAL	345,451	146,719		62,394	52,989	0	607,553	308	49	0	0	0
I-O SERVICE PLANNING	561,421	238,770		84,504	0	0	884,695	2,046	0	0	0	0
I-P JUVENILE ACT PROCEEDINGS - DEPENDENT				843	164,959		165,802	0	104	0	0	0
I-Q JUVENILE ACT PROCEEDINGS - DELINQUENT				0	1,035		1,035	0	23	0	0	0
I-R SUBTOTAL IN-HOME	1,133,272	481,509	1,161,621	198,657	2,735,841	0	5,710,900				18,311	0
Number of Children receiving only NON-PURCHASED IN-Home Services 2,626												
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	32,752	13,846		14,511	902,306	0	963,415	5,590	24	0	0	0
2-D COMMUNITY RESIDENTIAL - DELINQUENT	0	0	0	1,101	413,814	0	414,915	2,369	14	0	0	0
2-E EMERGENCY SHELTER - DEPENDENT	2,641	1,140		3,616	27,714	0	35,111	659	26	0	0	0
2-F EMERGENCY SHELTER - DELINQUENT	0	0	0	117	53,507	0	53,624	331	12	0	0	0
2-G FOSTER FAMILY - DEPENDENT	344,377	147,376		153,024	816,692	0	1,461,469	19,336	99	408	1,212	0
2-H FOSTER FAMILY - DELINQUENT	0	0	0	346	32,653	0	32,999	365	1	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	379,770	162,362	0	172,715	2,246,686	0	2,961,533	28,650	176	408	1,212	0
Number of Children in IMMEDIATE RISK 308												
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	Program Income related to all Non-Reimbursable
3-A JUVENILE DETENTION SERVICE	0	0	0	252	195,641	0	195,893	482	32	0	0	0
3-B RESIDENTIAL SERVICE - DEPENDENT	4,200	1,745		2,186	35,262	0	43,393	124	1	0	0	0
3-C RES. SERVICE - DELINQUENT (EXCEPT YDC/YFC)	0	0	0	154	156,340	0	156,494	683	5	0	0	0
3-D SECURE RES. SERVICE (EXCEPT YDC)	0	0	0	7	82,753	0	82,760	365	1	0	0	0
3-E YDC SECURE	0	0	0	0	0	0	0	0	0	0	0	0
3-F SUBTOTAL INSTITUTIONAL	4,200	1,745	0	2,599	469,996	0	478,540	1,654	39	0	0	0
4 ADMINISTRATION	105,464	44,830	0	112,109	0	0	262,403				0	0
5 TOTAL EXPENDITURES	1,622,706	690,446	1,161,621	486,080	5,452,523	0	9,413,376			408	19,523	0
County Indirect Costs = \$ 99,739												

**CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2012 TO JUNE 30, 2013  
AMENDED  
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS**

<b>COST CENTER ITEMS</b>	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	\$ 43,199	\$ 0	\$ 43,199
Adoption Assistance	1,029,499	2,077	1,031,576
Subsidized Permanent Legal Custodianship	133,361	0	133,361
Counseling	2,123,862	0	2,123,862
Day Care	3,557	0	3,557
Day Treatment	0	0	0
Homemaker Service	0	0	0
Intake and Referral	141,922	0	141,922
Life Skills	356,332	0	356,332
Protective Service - Child Abuse	218,006	0	218,006
Protective Service - General	607,553	0	607,553
Service Planning	884,695	0	884,695
Juvenile Act Proceedings	166,837	0	166,837
Alternative Treatment	0	0	0
Community Residential	1,378,330	0	1,378,330
Emergency Shelter	88,735	0	88,735
Foster Family	1,494,468	0	1,494,468
Supervised Independent Living	0	0	0
Juvenile Detention Service	195,893	0	195,893
Residential Service	199,887	0	199,887
Secure Residential Service (Except YDC)	82,760	0	82,760
YDC Secure	0	0	0
Administration	262,403	0	262,403
Combined Total Expense	<u>9,411,299</u>	<u>2,077</u>	<u>9,413,376</u>
Less Non-reimbursables	<u>19,931</u>	<u>0</u>	<u>19,931</u>
Total Net Expense	<u>\$ 9,391,368</u>	<u>\$ 2,077</u>	<u>\$ 9,393,445</u>

<b>OBJECTS OF EXPENDITURE</b>	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	\$ 1,622,706	\$ 0	\$ 1,622,706
Employee Benefits	690,446	0	690,446
Subsidies	1,159,544	2,077	1,161,621
Operating	486,080	0	486,080
Purchased Services	5,452,523	0	5,452,523
Fixed Assets	0	0	0
Combined Total Expense	<u>9,411,299</u>	<u>2,077</u>	<u>9,413,376</u>
Less Non-reimbursables	<u>19,931</u>	<u>0</u>	<u>19,931</u>
Total Net Expense	<u>\$ 9,391,368</u>	<u>\$ 2,077</u>	<u>\$ 9,393,445</u>



**CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2012 TO JUNE 30, 2013  
ADJUSTMENT SCHEDULE**

REPORT REFERENCE			ADJ. NO.	EXPLANATION OF ADJUSTMENT	AS REPORTED OR ADJUSTED	INCREASE/ (DECREASE)	ADJUSTED TOTAL
SCHEDULE	LINE	COLUMN					
CY-370	1-B	3	1	<p style="text-align: center;">CY-370 Adjustment</p> <p>Adoption Assistance - Subsidies</p> <p>To increase Subsidies by \$2,077 to reconcile to the agency's final expenditure ledger.</p> <p>Title 55 PA Code, Chapter 3170.95(a)(b)</p>	\$ 1,029,499	\$ 2,077	\$ 1,031,576

# SECTION 4

## AMENDED FISCAL REPORTS

**FOR THE FISCAL YEAR:**

**JULY 1, 2013 to JUNE 30, 2014**

**CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2013 TO JUNE 30, 2014  
AMENDED  
COMPUTATION OF FINAL NET STATE SHARE**

Approved State Allocation <sup>1</sup>		\$	6,080,824
Supplemental Act 148			<u>0</u>
Total State Allocation			6,080,824
State Share (CY348) <sup>2</sup>	\$		5,786,368
Less: Major Service Category Adjustment			<u>0</u>
Net State Share		\$	5,786,368
Less: Expenditures in Excess of the Approved State Allocation			<u>0</u>
Final Net State Share Payable <sup>3</sup>		\$	5,786,368
Actual Act 148 Revenues Received <sup>4</sup>			<u>5,786,368</u>
Net Amount Due County/(State) <sup>5</sup>		\$	<u>0</u>

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

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

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

<sup>4</sup> Actual Act 148 Revenues Received is the amount of Act 148 funds the county received.

<sup>5</sup> 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.

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**CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2013 TO JUNE 30, 2014  
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	67,582	0	11,892	0	0	0	0	0	55,690	55,690	0
02. 90% REIMBURSEMENT	109,257	0	21,312	0	0	0	0	0	87,945	79,151	8,794
03. 80% REIMBURSEMENT	8,497,286	133,523	1,432,696	281,205	68,743	0	0	0	6,581,119	5,264,897	1,316,222
04. 60% REIMBURSEMENT	431,851	10,245	53,395	0	0	0	0	4,411	363,800	218,281	145,519
05. 50% REIMBURSEMENT	362,059	0	0	0	0	25,362	0	0	336,697	168,349	168,348
06. TOTAL NET CHILD WELFARE EXPEND.	9,468,035	143,768	1,519,295	281,205	68,743	25,362	0	4,411	7,425,251	5,786,368	1,638,883
YDC/YFC PLACEMENT COSTS											
07. 60% DHS PARTICIPATION	0	0							0	0	0
08. NON-REIMBURSABLE EXPENDITURES	26,287	0							26,287		26,287
09. TOTAL EXPENDITURES	9,494,322	143,768	1,519,295	281,205	68,743	25,362	0	4,411	7,451,538	5,786,368	1,665,170
10. TOTAL TITLE IV-D COLLECTIONS	56,309										
11. TITLE IV-D Collections for IV-E Children	23,776										
12. STATE ACT 148 - line 6	5,786,368										
13. STATE ACT 148 ALLOCATION	6,080,824										
14. ADJUSTED STATE SHARE (lower of 12 or 13)	5,786,368										
INVOICE											
AMENDED STATE SHARE (ACT 148)	5,786,368										
ACT 148 AMOUNT RECEIVED	5,786,368										
ADJUSTMENT TO STATE SHARE	0										

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2013 TO JUNE 30, 2014  
AMENDED CY370A  
REVENUE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	REVENUE SOURCES											
	1	2	3	4	5	6	7	8	9	10	11	12
	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	
<b>IN-HOME</b>												
1-A ADOPTION SERVICE	67,582	0	11,892	0	0	0	0	0	55,690	55,690	0	0
1-B ADOPTION ASSISTANCE	1,053,222	0	447,098	1,559	0	0	0	0	604,565	483,652	120,913	0
1-C SUBSIDIZED PERMANENT LEGAL CUSTODIANSHIP	173,994	0	56,257	1,228	0	0	0	0	116,509	93,207	23,302	0
1-D COUNSELING - DEPENDENT	1,904,392	0	0	0	281,205	0	0	0	1,623,187	1,298,550	324,637	0
1-E COUNSELING - DELINQUENT	269,858	0	0	36	0	0	0	0	269,822	215,858	53,964	0
1-F DAY CARE	4,995	0	0	0	0	0	0	0	4,995	3,996	999	0
1-G DAY TREATMENT - DEPENDENT	0	0	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	0	0
1-I HOMEMAKER SERVICE	0	0	0	0	0	0	0	0	0	0	0	0
1-J INTAKE & REFERRAL	135,193	0	23,706	0	0	0	0	0	111,487	89,190	22,297	0
1-K LIFE SKILLS - DEPENDENT	357,978	0	818	0	68,743	0	0	0	288,417	230,734	57,683	0
1-L LIFE SKILLS - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
1-M PROTECTIVE SERVICE - CHILD ABUSE	242,588	0	35,984	0	0	0	0	0	206,604	165,283	41,321	0
1-N PROTECTIVE SERVICE - GENERAL	554,034	0	86,556	0	0	0	0	0	467,478	373,982	93,496	0
1-O SERVICE PLANNING	971,674	0	170,252	0	0	0	0	0	801,422	641,138	160,284	0
1-P JUVENILE ACT PROCEEDINGS - DEPENDENT	173,542	0	0	0	0	25,362	0	0	148,180	74,090	74,090	0
1-Q JUVENILE ACT PROCEEDINGS - DELINQUENT	360	0	0	0	0	0	0	0	360	180	180	0
1-R <b>SUBTOTAL IN-HOME</b>	5,909,412	0	503,355	332,031	281,205	68,743	0	0	4,698,716	3,725,550	973,166	0
<b>COMMUNITY BASED PLACEMENT</b>												
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	895,510	36,824	199,682	13,471	0	0	0	0	645,533	516,426	129,107	0
2-D COMMUNITY RESIDENTIAL - DELINQUENT	407,679	28,051	47,573	225	0	0	0	0	331,830	265,464	66,366	0
2-E EMERGENCY SHELTER - DEPENDENT	80,931	0	17,820	1,916	0	0	0	0	61,195	55,076	6,119	0
2-F EMERGENCY SHELTER - DELINQUENT	28,326	0	1,511	65	0	0	0	0	26,750	24,075	2,675	0
2-G FOSTER FAMILY - DEPENDENT	1,473,564	58,642	173,198	167,012	0	0	0	0	1,074,712	859,770	214,942	0
2-H FOSTER FAMILY - DELINQUENT	33,959	10,006	0	102	0	0	0	0	23,851	19,081	4,770	0
2-I SUP. INDEPENDENT LIVING - DEPENDENT	18,646	0	7,900	39	0	0	0	0	10,707	8,566	2,141	0
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-K <b>SUBTOTAL CBP</b>	2,938,615	133,523	447,684	182,830	0	0	0	0	2,174,578	1,748,458	426,120	0
<b>INSTITUTIONAL PLACEMENT</b>												
3-A JUVENILE DETENTION SERVICE	188,157	0	0	0	0	0	0	0	188,157	94,079	94,078	0
3-B RESIDENTIAL SERVICE - DEPENDENT	23,650	0	3,126	2,766	0	0	0	0	17,758	10,655	7,103	0
3-C RES. SERVICE - DELINQUENT (NON YDC/YC)	26,027	3,729	0	13	0	0	0	0	22,285	13,371	8,914	0
3-D SECURE RES. SERVICE (EXCEPT YDC)	112,152	6,516	0	0	0	0	0	0	105,636	63,382	42,254	0
3-E YDC SECURE	0	0	0	0	0	0	0	0	0	0	0	0
3-F <b>SUBTOTAL INSTITUTIONAL</b>	349,986	10,245	3,126	2,779	0	0	0	0	333,836	181,487	152,349	0
4 <b>ADMINISTRATION</b>	270,022	0	0	47,490	0	0	0	0	218,121	130,873	87,248	0
5 <b>TOTAL REVENUES</b>	9,468,035	143,768	954,165	565,130	281,205	68,743	25,362	4,411	7,425,251	5,786,568	1,638,883	0

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2013 TO JUNE 30, 2014  
AMENDED CY370  
EXPENDITURE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	OBJECTS OF EXPENDITURE											Program Income related to all Non-Reimbursable
	1	2	3	4	5	6	7	8	9	10	11	
	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	
<b>IN-HOME</b>												
1-A ADOPTION SERVICE	30,991	12,166		24,285	0	140	67,582	37	0	0	0	0
1-B ADOPTION ASSISTANCE	0	0	1,073,212	0	0	0	1,073,212	0	113	0	19,990	0
1-C SUBSIDIZED PERMANENT LEGAL CUSTODIANSHIP	4,075	1,383	167,477	1,059	0	0	173,994	0	18	0	0	0
1-D COUNSELING - DEPENDENT	0	0		0	1,904,392	0	1,904,392	0	268	0	0	0
1-E COUNSELING - DELINQUENT	0	0		204	269,654	0	269,858	0	58	0	0	0
1-F DAY CARE	0	0		0	5,049	0	5,049	0	2	0	54	0
1-G DAY TREATMENT - DEPENDENT	0	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	0
1-I HOMEMAKER SERVICE	0	0		0	0	0	0	0	0	0	0	0
1-J INTAKE & REFERRAL	88,481	34,348		11,526	0	838	135,193	168	0	0	0	0
1-K LIFE SKILLS - DEPENDENT	2,802	1,108		799	353,269	0	357,978	0	177	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	132,958	51,358		17,883	38,783	1,606	242,588	222	59	0	0	0
1-N PROTECTIVE SERVICE - GENERAL	323,567	124,516		50,794	52,188	2,969	554,034	267	33	0	0	0
1-O SERVICE PLANNING	637,014	244,037		84,861	0	5,762	971,674	1,967	0	0	0	0
1-P JUVENILE ACT PROCEEDINGS - DEPENDENT				4,459	169,083		173,542	0	109	0	0	0
1-Q JUVENILE ACT PROCEEDINGS - DELINQUENT				0	360		360	0	8	0	0	0
1-R SUBTOTAL IN-HOME	1,219,888	468,916	1,240,689	195,870	2,792,778	11,315	5,929,456				20,044	0
Number of Children receiving only NON-PURCHASED IN-Home Services												
<b>COMMUNITY BASED PLACEMENT</b>												
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	45,323	17,479		15,196	816,893	619	895,510	4,778	21	0	0	0
2-D COMMUNITY RESIDENTIAL - DELINQUENT	0	0		1,498	406,181	0	407,679	2,220	13	0	0	0
2-E EMERGENCY SHELTER - DEPENDENT	3,688	1,533		5,675	70,035	0	80,931	1,177	44	0	0	0
2-F EMERGENCY SHELTER - DELINQUENT	0	0		370	27,956	0	28,326	182	7	0	0	0
2-G FOSTER FAMILY - DEPENDENT	391,437	149,420		149,347	785,906	3,697	1,479,807	17,970	104	291	5,952	0
2-H FOSTER FAMILY - DELINQUENT	0	0		911	33,048	0	33,959	365	1	0	0	0
2-I SUP. INDEPENDENT LIVING - DEPENDENT	0	0		866	17,780	0	18,646	259	1	0	0	0
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0
2-K SUBTOTAL CBP	440,448	168,432	0	173,863	2,157,799	4,316	2,944,858	26,951	191	291	5,952	0
<b>INSTITUTIONAL PLACEMENT</b>												
3-A JUVENILE DETENTION SERVICE	0	0		582	187,575	0	188,157	326	22	0	0	0
3-B RESIDENTIAL SERVICE - DEPENDENT	9,577	3,636		2,973	7,415	49	23,650	28	1	0	0	0
3-C RES. SERVICE - DELINQUENT (EXCEPT YDC/YFC)	0	0		228	25,799	0	26,027	110	3	0	0	0
3-D SECURE RES. SERVICE (EXCEPT YDC)	0	0		421	111,731	0	112,152	449	4	0	0	0
3-E YDC SECURE	0	0		0	0	0	0	0	0	0	0	0
3-F SUBTOTAL INSTITUTIONAL	9,577	3,636	0	4,204	332,520	49	349,986	913	30	0	0	0
4 ADMINISTRATION	109,529	42,405	0	117,295	0	793	270,022				0	0
5 TOTAL EXPENDITURES	1,779,442	683,389	1,240,689	491,232	5,283,097	16,473	9,494,322			291	25,996	0
County Indirect Costs = \$ 106,694												

**CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
FOR THE PERIOD JULY 1, 2013 TO JUNE 30, 2014  
AMENDED  
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS**

<b>COST CENTER ITEMS</b>	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	\$ 67,582	\$ 0	\$ 67,582
Adoption Assistance	1,073,212	0	1,073,212
Subsidized Permanent Legal Custodianship	173,994	0	173,994
Counseling	2,174,250	0	2,174,250
Day Care	5,049	0	5,049
Day Treatment	0	0	0
Homemaker Service	0	0	0
Intake and Referral	135,193	0	135,193
Life Skills	357,978	0	357,978
Protective Service - Child Abuse	242,588	0	242,588
Protective Service - General	554,034	0	554,034
Service Planning	971,674	0	971,674
Juvenile Act Proceedings	173,902	0	173,902
Alternative Treatment	0	0	0
Community Residential	1,303,189	0	1,303,189
Emergency Shelter	109,257	0	109,257
Foster Family	1,513,766	0	1,513,766
Supervised Independent Living	18,646	0	18,646
Juvenile Detention Service	188,157	0	188,157
Residential Service	49,677	0	49,677
Secure Residential Service (Except YDC)	112,152	0	112,152
YDC Secure	0	0	0
Administration	270,022	0	270,022
Combined Total Expense	<u>9,494,322</u>	<u>0</u>	<u>9,494,322</u>
Less Non-reimbursables	<u>26,287</u>	<u>0</u>	<u>26,287</u>
Total Net Expense	<u>\$ 9,468,035</u>	<u>\$ 0</u>	<u>\$ 9,468,035</u>

<b>OBJECTS OF EXPENDITURE</b>	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	\$ 1,779,442	\$ 0	\$ 1,779,442
Employee Benefits	683,389	0	683,389
Subsidies	1,240,689	0	1,240,689
Operating	491,232	0	491,232
Purchased Services	5,283,097	0	5,283,097
Fixed Assets	16,473	0	16,473
Combined Total Expense	<u>9,494,322</u>	<u>0</u>	<u>9,494,322</u>
Less Non-reimbursables	<u>26,287</u>	<u>0</u>	<u>26,287</u>
Total Net Expense	<u>\$ 9,468,035</u>	<u>\$ 0</u>	<u>\$ 9,468,035</u>

## SECTION 5

# STATUS OF PRIOR ENGAGEMENT FINDING AND RECOMMENDATION



CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
STATUS OF PRIOR ENGAGEMENT FINDING AND RECOMMENDATION

**STATUS OF PRIOR ENGAGEMENT FINDING FOR FISCAL YEARS JULY 1, 2008  
TO JUNE 30, 2009 AND JULY 1, 2009 TO JUNE 30, 2010**

**Prior Engagement Finding - Centre County Children and Youth Agency's Policy  
Regarding Money Belonging to Children in Placement Neglected to Meet All  
Requirements of DHS Regulations**

In our prior engagement report, we cited the agency for failing to maintain written policy that covered all of the requirements detailed in the Department of Human Services' (DHS) regulations for money belonging to children in placement; our audit report was released in July 2015. During the conduct of our current engagement, we found that agency management had properly amended the agency's written policy to cover all of the requirements of DHS' regulations in this area. Since, due to the timing of the conduct of our prior engagement, we had not notified the agency of this deficiency until July 2015, well after the close of the fiscal years included in our current engagement scope period, we concluded that the issuance of a repeat finding in this area is not warranted. However, we will follow up on the agency's adherence to this updated policy during the conduct of our next engagement.

## SECTION 6

# CURRENT ENGAGEMENT FINDING AND RECOMMENDATION

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
CURRENT ENGAGEMENT FINDING AND RECOMMENDATION

**Finding – The Centre County Children and Youth Agency Paid Contractors for In-Home Purchased Services But Failed to Obtain Reasonable Assurance That These Services Were Actually Provided**

Condition: During the 2010-2011, 2011-2012, 2012-2013, and 2013-2014 fiscal years, the Centre County Children and Youth Agency (agency) paid In-Home Purchased Service providers<sup>1</sup> (providers) a total of \$10,872,277. We evaluated the agency’s internal control procedures by judgmentally selecting three providers that were utilized during the aforementioned fiscal years and, from those providers, judgmentally selecting 12 invoices totaling \$636,828. While the agency provided the approved invoices corresponding to the \$636,828 expended, we found that the agency failed to obtain reasonable assurance that these providers, responsible for providing In-Home services directly to at-risk children and their families, actually performed the services for which the agency was invoiced, and subsequently paid, and that if provided, were provided in adherence to the requirements of the executed contract terms between the agency and the respective In-Home provider.

The cited providers were contracted as Fee-for-Service providers. The approved contracts for the Fee-for-Service providers included an agreed upon fee-for-service rate per unit (hours) and costs invoiced by these types of providers were calculated by multiplying the contracted service rate by the number of units each respective Fee-for-Service provider listed on its submitted invoices. While the monthly invoices submitted by the Fee-For-Service providers included the names of individuals who received services, the agency did not provide evidence of the validity of the number of units invoiced for each individual. Furthermore, we were not provided any supporting documentation substantiating the number of hours invoiced for each individual.

Furthermore, regarding the remaining In-Home Purchased Service providers for whom we performed no testing procedures, agency management informed us that they did not require these providers to submit any documentation other than submitted invoices during the aforementioned fiscal years.

Criteria: 55 Pa. Code Chapter 3140. Planning and Financial Reimbursement Requirements for County Children and Youth Social Service Programs.

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<sup>1</sup> Agency management stated that 21 providers were utilized during the 2010-2011, 2011-2012, 2012-2013, and 2013-2014 fiscal years. Due to the amount of time it would have taken, based on how agency records are maintained, we did not verify the accuracy of this number, which is included for contextual purposes only. However, we did perform procedures to obtain reasonable assurance that the agency paid In-Home Purchased Service Providers a total of \$10,872,277 during the noted engagement scope period.

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
CURRENT ENGAGEMENT FINDING AND RECOMMENDATION

*Section 3140.21. Reimbursement for Services. General.* “(a) Under section 704.1 of the [Human Services] (62 P.S. § 704.1), the Department reimburses expenses incurred by the county for children and youth social services, including services to alleged and adjudicated dependent and delinquent children according to an approved county plan and budget estimate up to the amount of State funds allocated to the county under section 709.3 of the [Human Services] Code (62 P.S. § 709.3).”

- *Office of Children, Youth and Families (OCYF) Bulletin 3140-06-06, applicable for fiscal year ended 6/30/2011; Bulletin 3140-11-02, applicable for fiscal year ended 6/30/2012; Bulletin 3140-13-01, applicable for fiscal year ended 6/30/2013; Bulletin 3140-13-05, applicable for fiscal year ended 6/30/2014 : Act 148 Invoicing Procedures for County Child Social Services - Instructions for Completion of Expenditure Report.* This form is a report of the ACTUAL EXPENDITURES of the County Children and Youth Agency (CCYA).

In addition, 55 Pa. Code § 3170. Allowable Costs and Procedures for County Children and Youth.

- *Section 3170.2. Definitions.* Program funded agency – An agency whose total eligible expenditures are funded in a manner which is predetermined by the appropriate county authorities.
- *Section 3170.23(a). Purchase of Service.* Purchase of service funding may be by unit of service funding or by program funding.
- *Section 3170.85. Responsibility of the County.* “...the county executive officers shall be responsible for the effective execution of each purchase of service agreement...”
- *Section 3170.91. County Responsibility.* “The county is responsible for the general fiscal management of the county agency. This includes maintaining fiscal records of expenditures and revenues of the program, providing data for budgeting and expenditure reporting to the Department, monitoring the financial activities of the program, and other activities related to the fiscal operations of the program.”
- *Section 3170.92(b). Accountability for Expenditures for Clients. Records Maintenance.* “County agencies shall maintain sufficient and appropriate records and data to justify payment for expenses by the Department. The local authorities or contractors shall maintain books, records, documents and other evidence and accounting procedures and practices, sufficient to reflect properly all direct and indirect costs of whatever nature

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
CURRENT ENGAGEMENT FINDING AND RECOMMENDATION

claimed to have been incurred and anticipated to be incurred for funds supported by the Department and for which reimbursement is claimed...”

Cause: The agency failed to implement fiscal-related monitoring procedures that would provide reasonable assurance that invoiced, and paid for, contracted In-Home services were actually provided, and if provided, provided for the number of hours invoiced for each listed individual and in adherence to the respective provider’s executed contract terms. Agency management informed us that, during the fiscal years included in our engagement scope period, that monthly program-related monitoring meetings were held with In-Home Purchased Service providers to discuss service progress and outcomes; however, no-fiscal related monitoring procedures were performed to obtain reasonable assurance that the contracted services related to In-Home Purchased Services fees invoiced by In-Home Purchased Services providers were actually provided on the dates and for the number of units for each individual listed on these providers’ submitted invoices.

In addition, agency management informed us they are in the process of developing a plan to monitor In-Home Purchased Service providers responsible for providing services directly to at-risk children and their families in which these providers are visited every other quarter and randomly selected invoices are compared to the respective provider’s supporting documentation.

Effect: The agency’s failure to obtain reasonable assurance that contracted In-Home Purchased Services were actually provided, and if provided, provided for the number of hours invoiced for each listed individual and in adherence to the requirements of the respective provider’s executed contract terms (and therefore in adherence to DHS regulations) increases agency management’s risk of:

- Failure to detect fraudulent or erroneous provider billings (invoices).
- Failure to prevent or detect improper payments for such invoices.
- Inappropriately billing the Commonwealth DHS for such improper payments.
- Receipt of Act 148 funds to which the agency may not be entitled.

As a result of these risks, for the aforementioned fiscal years, we cannot attest that the contracted services related to the invoiced In-Home Purchased Services fees were actually provided, and if provided, were provided for the number of hours invoiced for each listed individual and in adherence to executed contracted terms and DHS regulations.

Recommendation: We recommend that agency management implement routine, fiscal-related monitoring policy and procedures that provide reasonable assurance to ensure that contracted services related to invoiced In-Home Purchased Services fees were actually provided, and if provided, provided for the number of hours invoiced for each listed individual and in adherence

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
CURRENT ENGAGEMENT FINDING AND RECOMMENDATION

to executed contracted terms and DHS regulations. Specifically, this written fiscal-related monitoring policy, and corresponding procedures, should include, but not be limited to, the following:

- Development and implementation of formal policies and procedures detailing the specific fiscal-related monitoring procedures that must be performed, and documentation that must be maintained, to evidence monitoring results and how identified In-Home Purchased Services provider deficiencies will impact the agency's payment process for these submitted invoices.
- Performance of on-site monitoring visits of In-Home Purchased Services providers, as deemed necessary by agency management, to determine whether appropriate supporting documentation exists substantiating invoiced costs and that related services were actually provided, and provided for the number of hours invoiced for each listed individual and according to executed contract terms.
- Requiring In-Home Purchased Services providers, as deemed necessary by agency management, to submit substantiation evidencing that services related invoiced In-Home Purchased Services costs were actually provided.<sup>2</sup>
- Ensuring that agency staff responsible for reviewing and approving submitted In-Home Purchased Services providers' invoices for payment are made aware of the results of monitoring reviews of these providers and, for any such providers for which significant documentation deficiencies have been identified, the impact on the agency's review and approval process for these providers.

We further recommend that the agency maintain sufficient evidence documenting the results of all fiscal-related monitoring procedures performed to determine whether the services for which In-Home Purchased Services providers were paid were actually provided, and provided for the number of hours invoiced for each listed individual and in adherence to DHS regulations and executed contract terms.

Agency Representative Response: During our Audit of fiscal years 2010-2011 through 2013-2014, it was identified by the Auditors that Centre County Children and Youth Services, similar to most of Pennsylvania's counties, failed to obtain reasonable assurances that in-home purchased services were in fact provided. Although we concur with the recommendations to enhance our policy and procedure, we do feel that we have had solid practices and controls in

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<sup>2</sup> For any Program-Funded providers, fiscal-related monitoring should include substantiation of the provider's operating costs invoiced to the agency.

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
CURRENT ENGAGEMENT FINDING AND RECOMMENDATION

place for the monitoring of such services. Centre County has provided the following outline of our current control and measures that have been in place as well as the enhanced procedures that have been implemented or will be implemented.

There are several steps in place to help assure that the provider completes all contracted services. Centre County utilizes a specialty Caseworker III position, the Agency Liaison, to monitor all contracted services, with the exception of Reunification, which is monitored by our Director, and JUMP which is a program primarily utilized by the Juvenile Probation Office, as well as the Court. During each monthly review, the Agency Liaison or the Director, discusses each case that is open with the provider and specifically obtains information related to their current service level, progress on case goals, the number of hours they are working and billing for each case and the direction the case is going. The Agency Liaison and Director document this information and compare it from month to month. In addition to these in-person reviews with the provider staff (both Supervisor and Line Worker), our Fiscal Supervisor currently reviews the monthly billing for each provider and cross references it to the monthly reports for each family, which contain documentation of the hours worked. Any concerns regarding the level of services being provided, the hours billed or worked and/or the progress for the family are brought to the attention of the Director and/or Assistant Director. Together, decisions are made with regard to increased monitoring of the billing and hours and/or meeting with the program directors. CYS will be working jointly with the Juvenile Probation Office and the Court to determine how to establish a similar review process for JUMP.

In order to improve our Invoice Monitoring, Centre County Children and Youth Services is planning to do invoice monitoring every quarter for in-home service providers. Each quarter, our Fiscal Supervisor will choose one month to review and the review will cover 10% of all cases in each program the provider invoices for. The providers will be contacted to schedule a date for CYS to come to their office and to complete the invoice audit. Two days prior to the audit the provider will be sent a list of the cases that will be reviewed for each program. CYS will review case files for the referral for services, the date the case was opened for services and any applicable closing dates. CYS will also review timesheets or time ledgers for the provided services to assure that hours worked on the case coincide with the hours invoiced. Any discrepancies will be discussed with the provider and invoicing adjustments will be made as needed.

Centre County would like to thank the auditors for their time and assistance extended toward enhancing our operations. Centre County is committed to assuring children and families are receiving quality care and services.

Auditor's Conclusion: We commend the Centre County Children and Youth agency management on acknowledging the deficiencies existing in the agency's current In-Home

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
CURRENT ENGAGEMENT FINDING AND RECOMMENDATION

invoice payment process and their plans to develop formal, written In-Home Purchased Services providers' monitoring policy and procedures. During our next audit of the agency, we will review the corresponding implemented formal policy and the results of conducted related procedures to determine whether appropriate evidence exists to provide reasonable assurance that related invoiced, and paid for, In-Home services were actually provided, and if provided, were provided for the number of hours invoiced for each listed individual and in adherence to DHS regulations and executed key contract terms.



# SECTION 7

## CURRENT ENGAGEMENT OBSERVATION

CENTRE 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 Law<sup>3</sup> (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).<sup>4</sup> 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.

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,<sup>5</sup> 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 Centre County Children and Youth Agency provided in-home and placement services to 2,479 children residing within the County during the 2015-2016 fiscal year.

Furthermore, beginning July 1, 2012, the DHS Bureau of Human Services’ Licensing (bureau) took over the 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 DHS’ website, we found letters,

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<sup>3</sup> 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>

<sup>4</sup> 23 Pa.C.S. §§ 6344 and 6344.2.

<sup>5</sup> This is detailed in the Commonwealth of Pennsylvania Single Audit Reports (most recently for the fiscal year ended June 30, 2016, via Finding 2016-017).

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
CURRENT ENGAGEMENT OBSERVATION

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; identified regulatory violations, including CPSL adherence violations, were specified in the accompanying License Inspection Summaries. However, we are unable to attest to the timeliness of the completion of these annual inspections. Furthermore, we are also unable to attest to whether the CPSL adherence of any potential sub-recipients used by these providers are being monitored.

Finally, for contracted in-home preventative service providers, 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. However, it is DHS' position that while not all in-home service providers would meet the criteria requiring the conduct of criminal background checks and child abuse history clearances (certifications) for employees/volunteers, when they do, C&Y agencies are responsible for including provisions in their executed contracts with these providers and monitoring their providers' adherence to CPSL requirements.

However, in correspondence with agency management during the course of recently conducted audit engagements, we have found that the agency management staffs of these C&Y agencies are of the opinion that there is no need for C&Y agencies to monitor CPSL adherence of the employees/volunteers of these providers because they are now including the requirements for this monitoring in their executed contracts with these providers. Our interpretation of the CPSL is that the C&Y agencies cannot fulfill their duties under the CPSL to protect the children receiving in-home preventative services from child abuse by merely "monitoring" their executed provider contracts rather than actually monitoring their providers' adherence to the CPSL background check requirements.<sup>6</sup> While it is evident that neither the DHS nor the C&Y agencies are monitoring the CPSL adherence of their employees and volunteers of contracted in-home preventative service providers, this Department will continue to raise concerns about their interpretation of the CPSL and that this faulty interpretation may be putting the safety of these children at **great risk**.

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<sup>6</sup> It should be noted that agency management of the Centre County Children and Youth Agency chose to include a response to this observation, as follows: "With regard to Clearance Monitoring, our Agency Liaison currently tracks all clearances for CYS staff. Current practice is that all contracted purchased in-home service providers maintain tracking responsibilities for their employees. Centre County Children and Youth Services will now be asking each in-home provider for a master employee list at the first engagement. CYS will either obtain copies of each employee's clearances or use a check-off list after seeing the original clearances. At future engagements, clearances for new employees will be seen or copied. A tickler file will be maintained for each provider to ensure that all clearances are updated." However, during our conduct of this engagement we did not perform a review of Centre's CPSL review policies and procedure nor documentation substantiating the results of such conducted reviews.

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
CURRENT ENGAGEMENT OBSERVATION

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.<sup>7</sup> Therefore, there is a need for DHS and C&Y agencies across the commonwealth to have a *greatly heightened* awareness about their employees' providers' and sub-recipients' arrest and conviction records, as well as child abuse adjudications 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.

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<sup>7</sup> 23 Pa.C.S. § 6344.4.

CENTRE COUNTY CHILDREN AND YOUTH AGENCY  
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