NEW YORK STATE OF OPPORTUNITY.
Office for People With Developmental Disabilities

ANDREW M. CUOMO
Governor

THEODORE KASTNER, MD, MS
Commissioner

ELECTRONIC MAIL – NO HARD COPY TO FOLLOW

June 24, 2020

RE: Reporting of Vacation League Accruals
Calendar Period 2019

Dear Provider:

We have received questions from providers about the change to the line instructions for vacation accruals in the 2019 CFR Manual, that are reported on the following schedules:

- CFR-1, line 17
- CFR-2, column 9, line 2
- CFR-3, line 2
- DMH-1, line 7
- DMH-2, line 6
- Appendix AA CFR-1, line 17

Despite the change to the instructions, please revert to the historical method to determine the vacation accruals reported on the calendar 2019 CFR, which is:

- The amount of change between the vacation leave accruals posted at the end of the prior cost report period and the end of the current cost report period.

Also, please provide a copy of this letter to your independent auditor.

If you have any questions, please e-mail CFR@OPWDD.NY.GOV.

Sincerely,

Kenneth Glindmyer, CPA
Principal Health Care Fiscal Analyst
Bureau of Fiscal Reporting and Data Analysis