



NEW YORK STATE
OFFICE OF ALCOHOLISM
AND SUBSTANCE ABUSE SERVICES
1450 Western Avenue
Albany, New York 12203-3526

April 21, 2008

UPS GROUND

Mr. Robert G. Gardner
Executive Director
Family Counseling Services
of Cortland County, Inc.
10 North Main Street
Cortland, NY 13045

Re: Certificate of Approval #101200972

Dear Mr. Gardner:

The enclosed Certificate of Approval renews the authorization of Family Counseling Services of Cortland County, Inc. to operate Section 1030.3 drug-free prevention services for three years.

This renewed Certificate of Approval is issued by the Office of Alcoholism and Substance Abuse Services (OASAS) based on recertification protocols established in accordance with OASAS regulations. The renewal process includes an on-site regulatory compliance review of case records, service management, and facility requirements and general safety; as well as a provider fiscal viability review, if applicable. The resulting compliance ratings serve as the bases for the Certificate of Approval renewal term, up to a maximum of three years, as indicated on the enclosed Compliance Summary Sheet. In addition, Family Counseling Services of Cortland County, Inc. is responsible for complying with applicable building occupancy limitations and securing any necessary approvals from other governmental entities.

Each provider operating an OASAS-certified service must display a current Certificate of Approval on-site in a location visible to the public. *Please examine the Certificate of Approval carefully and contact the Bureau of Certification by May 12, 2008 if the Certificate of Approval does not accurately reflect your services and/or locations.*

Sincerely,


Virginia Martin
Director, Bureau of Certification

Mr. Robert G. Gardner

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Enclosures

cc w/encs.: Charles W. Monson

Kathy Murphy

Pam Nash

Janet Rucki

Charles T. Capanzano, Ph.D., Director (Cortland County)

Joseph F. Governali, Ph.D., (Board President, Family Counseling Services of
Cortland County, Inc.)

Patricia Mellberg, RN (Program Director, Family Counseling Services of Cortland
County, Inc.)

**NEW YORK STATE OFFICE OF ALCOHOLISM AND SUBSTANCE ABUSE SERVICES
DIVISION OF LEGAL AFFAIRS – BUREAU OF CERTIFICATION**

OPERATING CERTIFICATE RENEWAL - COMPLIANCE SUMMARY SHEET

Provider Legal Name: Family Counseling Services of Cortland County, Inc.
 Certified Program/Service Reviewed: Drug-Free Prevention Services (14 NYCRR 1030.3)

Building: _____
 Room/ Floor _____
 Street Address: 10 North Main Street
 City and Zip Code: Cortland, 13045

Provider Number: 36350 PRU Number 470
 Operating Certificate Number: 1012 0972 Capacity: _____
 Recertification Review Number: AL07100
 Recertification Review Conducted: 2/19/2008 to: 2/22/2008

RECERTIFICATION REVIEW COMPLIANCE RATING TABLE

<u>Compliance Scores</u>	<u>Compliance Ratings</u>	<u>Term of Renewed Operating Certificate</u>
---	Red Flag Deficiency(ies)	6 months
0 - 1.75	Noncompliance	6 months
1.76 - 2.50	Minimal Compliance	1 year
2.51 - 3.25	Partial Compliance	2 years
3.26 - 4.00	Substantial Compliance	3 years

RECERTIFICATION REVIEW RESULTS

<u>Standard Review Area</u>	<u>COMPLIANCE STATUS</u>			
	<u>Quality Indicator</u>	<u>Overall</u>	<u>Yes/No</u>	<u>Renewal Term</u>
▶ Case Records	_____	<u>3.79</u>		<u>3 years</u>
▶ Service Management	_____	<u>4.00</u>		<u>3 years</u>
▶ Facility Requirements and General Safety	_____	<u>4.00</u>		<u>3 years</u>
▶ Red Flag Deficiency(ies)			<u>No</u>	<u>N/A</u>

(For specific Red Flag Deficiency(ies), please refer to Program Review Report issued at conclusion of Recertification Review)

ISCAL VIABILITY REVIEWS

- 1. Fiscal viability package not submitted. 3 months
- 2. Data received insufficient to determine fiscal viability. 3 months
- 3. Current financial position NOT viable, no acceptable financial recovery plan; and OASAS not considering financial recovery funding. 3 months
- 4. Current financial position NOT viable; however, an acceptable financial recovery plan submitted. 1 year
- 5. Current financial position NOT viable, no acceptable financial recovery plan; however, OASAS considering financial recovery funding. 1 year
- 6. Current financial position viable; however, overall financial position NOT viable. 1 year
- 7. Current and overall financial positions viable. Per Recertification Review Results.
- 8. Fiscal viability determination not applicable, given the service provider is a governmental entity or New York State Department of Health certified hospital (Article 28). Per Recertification Review Results.

CERTIFICATE TERM

The term for the enclosed Operating Certificate is three years.
 The renewal term is determined as follows: If the lowest recertification review score achieved is a 2.51 or higher (Partial or Substantial), the RECERTIFICATION REVIEW RESULTS dictate the renewal term.

State of New York

Office of Alcoholism and Substance Abuse Services

Albany, New York

CERTIFICATE OF APPROVAL

Family Counseling Services of Cortland County, Inc.

pursuant to the provision of the Mental Hygiene Law is hereby granted this Certificate of Approval in conformity with its application and the requirements of the laws and regulations of the State of New York

<u>Site</u>	<u>Program Name(s)</u>	<u>Service(s)</u>
10 North Main Street Cortland, New York 13045		● Drug-Free Prevention Services (14 NYCRR 1030.3) Addendum Attached



Charles W. Monson

CHARLES W. MONSON
ASSOCIATE COMMISSIONER

101200972

CERTIFICATE NUMBER

Renewed

EFFECTIVE DATE: January 01, 2008
EXPIRATION DATE: December 31, 2010

State of New York

Office of Alcoholism and Substance Abuse Services

ADDENDUM TO CERTIFICATE OF APPROVAL NUMBER 10120972

Family Counseling Services of Cortland County, Inc.

OTHER CERTIFIED SITES/SERVICE(S)

As of January 01, 2008

Site

Service(s)

Site

Service(s)

Cortland Alternative High School
BOCES Educational Center
Room #22
240 Port Watson Street
Cortland, New York 13045

- Drug-Free Prevention Services (14 NYCRR 1030.3)