



March 5, 2015

UPS GROUND

Ms. Amy Gelles  
Executive Director  
The Guidance Center of Westchester, Inc.  
256 Washington Street  
Mount Vernon, New York 10553-1052

Re: Provider #23500  
Operating Certificate #170211787  
PRU #52641

Dear Ms. Gelles:

Operating Certificate #170211787 is issued by the Office of Alcoholism and Substance Abuse Services (OASAS) pursuant to the New York State Mental Hygiene Law. This Operating Certificate renews authorization for The Guidance Center of Westchester, Inc. to operate a Part 822-4 chemical dependence outpatient service at 54 South 3<sup>rd</sup> Avenue, Mount Vernon, effective March 1, 2015.

The two year term of the Operating Certificate is based on the scores identified on the attached *Operating Certificate Renewal Compliance Summary Sheet*.

The Guidance Center of Westchester, Inc. is responsible for complying with applicable building occupancy limitations and securing any necessary approvals from other governmental entities.

This Operating Certificate is to be prominently displayed at the service site.

The Mental Hygiene Law requires services to be operated in accordance with the terms of the Operating Certificate. Therefore, please carefully examine this certificate and notify the Bureau of Certification immediately if it contains any inaccuracies.

Sincerely,

Janet L. Paloski  
Director  
Bureau of Certification and Systems Management

Enclosures

Ms. Amy Gelles  
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cc w/encs.: Charles W. Monson  
Kathy Murphy  
Deborah Czubak  
Sarita Wells  
Gail Keeler  
Rate Based Provider Unit (DOH)  
Mark Herceg, Ph.D. (Westchester County)  
Kelly Fowler Hunter (President of the Board of Directors, The Guidance Center of  
Westchester, Inc.)  
Candace Cardwell (Program Director, The Guidance Center of Westchester, Inc.)

**NEW YORK STATE OFFICE OF ALCOHOLISM AND SUBSTANCE ABUSE SERVICES  
DIVISION OF QUALITY ASSURANCE AND PERFORMANCE IMPROVEMENT -- BUREAU OF CERTIFICATION**

**OPERATING CERTIFICATE RENEWAL - COMPLIANCE SUMMARY SHEET**

Provider Legal Name:	<u>The Guidance Center of Westchester, Inc.</u>
Active Parent Corporation:	_____
Certified Program/Service Reviewed:	<u>Outpatient Services</u>

Building:	_____
Room/ Floor	_____
Street Address:	<u>54 South 3rd Avenue</u>
City and Zip Code:	<u>Mount Vernon, 10550</u>

Provider Number:	<u>23500</u>
Operating Certificate Number:	<u>1702 11787</u>
Recertification Review Number:	<u>NY14100</u>
Recertification Review Conducted:	<u>2/24/2015 to: 2/27/2015</u>

PRU Number(s): 52641 Capacity:

<b><u>RECERTIFICATION REVIEW COMPLIANCE RATING TABLE</u></b>		
<u>Compliance Scores</u>	<u>Compliance Ratings</u>	<u>Term of Renewed Operating Certificate</u>
---	Quality Services Review	9 months
---	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**

**COMPLIANCE STATUS**

	<u>Quality Indicator</u>	<u>Overall</u>	<u>Yes/No</u>	<u>Renewal Term</u>
▶ Case Records	<u>3.42</u>	<u>3.47</u>		<u>3 years</u>
▶ Service Management	<u>4.00</u>	<u>4.00</u>		<u>3 years</u>
▶ Red Flag Deficiency(ies) (For specific Red Flag Deficiency(ies), please refer to Program Review Report issued at conclusion of Recertification Review)				n/a
▶ Quality Services Review				

**FACILITY INSPECTION RESULTS**

Site#	Address	Site Type	Ins #	Date	Deficiency	Renewal Term
7442	54 South 3rd Avenue, Mount Vernon 10550	ML	20498	8/6/2014	CAP Completed	3 years

**Site Type Codes**

ML - Main Location  
AL - Additional Location  
Apt - Apartment

**Deficiency Code Examples**

Red Flag - imminent structural failure; fire service sprinkler system disabled; or a required exit that is permanently blocked  
Significant - pathways to exits blocked; fire alarm systems in trouble mode; or broken stair treads  
Notable - any other OASAS or building code violation

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OPERATING CERTIFICATE RENEWAL - COMPLIANCE SUMMARY SHEET

**FISCAL VIABILITY REVIEWS**

- |   |          |
|---|----------|
| <input type="checkbox"/> Fiscal viability package not submitted.  | 6 months |
| <input type="checkbox"/> Data received insufficient to determine fiscal viability.  | 6 months |
| <input type="checkbox"/> Current financial position NOT viable; however, an acceptable financial recovery plan submitted.   | 2 years  |
| <input checked="" type="checkbox"/> Current financial position viable; however, overall financial position NOT viable.  | 2 years  |
| <input type="checkbox"/> Current and overall financial positions viable.  | 3 years  |
| <input type="checkbox"/> Fiscal viability determination not applicable, given the service provider is a governmental entity or New York State Department of Health certified hospital (Article 28). | n/a      |

**CERTIFICATE TERM**

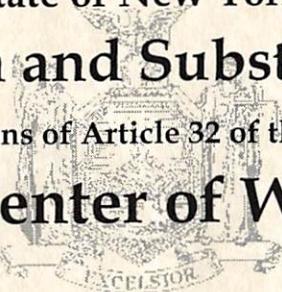
The term for the enclosed Operating Certificate is two years

State of New York

# Office of Alcoholism and Substance Abuse Services

Pursuant to the provisions of Article 32 of the Mental Hygiene Law

## The Guidance Center of Westchester, Inc.



is hereby granted this

# CHEMICAL DEPENDENCE OPERATING CERTIFICATE

authorizing the operation of Chemical Dependence Services, in compliance with the requirements of  
14 NYCRR Parts 800 and 814 and the laws and regulations of the State of New York

Site

Program Name(s)

Service(s)

54 South 3rd Avenue  
Mount Vernon, New York  
10550-3303

- Part 822-4 Outpatient Services



*Charles W. Monson*

170211787

CHARLES W. MONSON  
ASSOCIATE COMMISSIONER

CERTIFICATE NUMBER  
Renewed

EFFECTIVE DATE: March 01, 2015  
EXPIRATION DATE: February 28, 2017