

Jan 1, 2024 to Dec 31, 2024 CFR Training Q & A

Q#	CFR Question	Answer
1	Are the presentation slides available to attendees?	Prior to the CFR training, a handout of the slides is sent out to attendees. Post CFR training, the presentation may be requested by email from the CFR Unit of the applicable NYS agency.
2	Can you please provide the YouTube link where the webinar is being recorded and posted?	The CFR webinar series has been posted and can be accessed on YouTube at the following address: Consolidated Fiscal Report Trainings .
3	We submit a CFR reporting programs for both OMH and OASAS. Which due date do we follow since there are two different deadlines for those state agencies?	When a service provider is certified and/or funded by more than one CFR State Agency, the most stringent CFR reporting requirements must be followed. Therefore, if the due date of the January to December calendar year CFR for OMH is 5/1 and the due date for OASAS is 6/1, the CFR must be submitted by 5/1. However, with the submission of the OMH CFR Pre-Approved 30-Day Extension Request via Microsoft Forms, the due dates for both agencies become the same date of 6/1.
4	If the deadline for the CFR falls on a weekend or holiday, is the due date extended until the next business day?	The deadline for CFR submissions does not change if the due date falls on a weekend or holiday.
5	When will we be able to start preparing the 2024 CFR in CFRS Web?	After CFRS Web is updated for the 2024 calendar year reporting period, preparation of the 2024 CFR can begin. The anticipated timeframe is mid-March. In CFRS Web, on the Home Page, the Announcement Board will display a message after CFRS Web has been updated.

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6	As a new CFRS Web user, when preparing the 2024 CFR, will I be able to access prior year CFRs to carry forward the data?	As a new CFRS Web user, when preparing a new CFR for 2024, you will be able to carry forward prior year CFR submissions. Additionally, if selected, the previous reporting year's data will be displayed under the applicable lines.
7	Are lobbying expenses an allowable CFR Agency Administrative expense?	Lobbying expenses are non-allowable as per the CFR Manual, Appendix X, item #6 which states: "Dues or portions of dues paid to any professional association or parent agency whose primary function is of a political or lobbying nature and whose intent is to influence legislation or appropriation actions pending before Local, State or Federal bodies".
8	How are Opioid Settlement Fund revenues reported on the CFR?	<p>Providers should report Opioid Settlement Funding (OSF) on the CFR as follows: If a Local Government Unit (LGU), city, or Other Litigating Entities (OLE) makes any awards of Opioid Settlement Funds to an OASAS provider for the purpose of providing substance use treatment, prevention, harm reduction, or recovery services, the provider agency should report the Opioid Settlement Fund expenses and corresponding revenue in the appropriate OASAS program. This revenue should be reported as "Other Revenue" on CFR-1, line 94 and DMH-2, line 29 and identified as "OSF." Opioid Settlement Funds received from the County should be reported as "Other Revenue" on CFR-1, line 94 and DMH-2, line 29 and identified as "Local OSF". For additional guidance, please refer to the link provided for Opioid Settlement Fund-Regional abatement Frequently asked questions at: https://oasas.ny.gov/opioid-settlement-fund-regional-abatements.</p>

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9	You can have UOS numbers not matching on the OMH and DMH schedules and the DCN can be issued without an error appearing. Are there any plans to update CFRS Web validation error codes to include validations reconciling units of service?	Due to the complexity in the reporting of units of service between multiple agencies and programs, providers should refer to the CFR Manual, Appendices E - G and HH for guidance. If additional guidance is needed, please contact your funding State Agency.
10	What does DCN stand for?	The acronym DCN stands for Document Control Number.
11	We have a related party that is unrelated to any of the programs we operate. Does it still need to be reported on the CFR-5?	If your agency has transactions with a related party or firm, they should be reported on Schedule CFR-5.
12	On the CFR-6, question # 4, should the amount paid to an independent contractor be the actual amount paid, or an annualized total?	According to page 19.3 of the CFR Manual regarding the reporting of Independent Contractors on Schedule CFR-6, question 4, providers are to "Report the amount earned by/paid to the independent contractor for the reporting period".
13	In 2024, our agency received Direct Service Retention Bonus funds. Although the funds could be issued to staff until 3/31/2025, all the funds were issued in 2024. Where should the Direct Service Retention Bonus funds be reported on the 2024 CFR?	The 2024 calendar year CFR Manual was updated to add an OPWDD only predefined entry "OPWDD Direct Service Retention Bonus" on Schedule CFR-1, line 94.

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14	OPWDD awarded agencies a retro rate adjustment effective 7/1/2024 but the letters were sent out in January 2025. Will OPWDD be recommending treatment on this for the CFR for year ending 12/31/24?	Regarding retro rate adjustments, Generally Accepted Accounting Principles (GAAP) should be followed. If you have questions related to GAAP, contact your CPA.
15	Is OMH program 2100 still required to be reported on the SUPP-1 schedule?	Beginning with the 2024 calendar year CFR, OMH program codes 2100, Mental Health Outpatient Treatment and Rehabilitative Services (MHOTRS) and 2320, Intensive Psychiatric Rehabilitation (IPRT) have been removed from reporting on Schedule SUPP-1.
16	Are all Children & Family Treatment & Support Services (CFTSS) programs now reported under DOH, regardless of which agency designates them?	All Children & Family Treatment & Support Services (CFTSS) program codes 4900, 4920, 4930, 4940, and 4950 are reported under DOH. Additionally, effective 5/1/2024, services that were previously reported under program code 4910 (CFTSS Mobile Crisis Intervention) are now reported under OMH program code 0680.
17	We operate Adult Health Home and Children's Health Home programs. Should they be reported under DOH, and which program codes do we use?	Appendix HH of the CFR Manual provides the list of the DOH programs that are reported on the DOH CFR. DOH Health Homes Serving Adults (HHSA) and Health Homes Serving Children (HHSC) programs are not reported on the DOH CFR.
18	I maintain my program codes through MHPD. I thought that was for OMH only. Is Adult HCBS a DOH program, too?	The Mental Health Provider Data Exchange (MHPD) is an OMH only application. OMH Home and Community Based Services (HCBS) programs are maintained in MHPD. DOH does not administer Adult HCBS programs. Please refer to the CFR Manual, Appendix HH regarding DOH programs required to be reported on the CFR. If additional guidance is needed, please contact DOH.