

Program	Contact	Telephone No.	E-mail
Adoption and KinGAP Support Services	Iris Kaplan	212-341-2654	Iris.Kaplan@acs.nyc.gov
for children in foster care, as well as t programs to ensure collaborative effo and adoption attorneys, Family Court	he provision of post adopt rts with stakeholders such and the Office of Children otion and KinGAP Sup	tion assistance. Ak as provider agency and Family Servic port Services the	s of permanency and reduced lengths of stay SS works cross-divisionally with other ACS v staff, adoptive youth, adoptive parents, FCLS es (OCFS) in working toward achieving and re are three functional areas: Adoption ost Adoption Program.
Adoption Subsidy	Jessica Castro	212-341-2731	Jessica.Castro@acs.nyc.gov
parents to ensure they meet the requi when the termination of rights have b	rements for Adoption S een filed or the child is free	ubsidy . Applicatio eed for adoption and	bsidy requests from prospective adoptive ns are forwarded from the contract agency d adoptively placed. Once all documents are is approved, ASRU supervisor signs off and
Advocacy, Office of	Susan Sala	917-551-7976	Susan.Sala@acs.nyc.gov
	Michael Arsham	917-551-7967	Michael.Arsham@acs.nyc.gov
the participation of Parent Advocates Agency Program Assistance			Yola.Norville@acs.nyc.gov
Agency Program Assistance (APA)		212-676-6948	Yola.Norville@acs.nyc.gov
	B. Indira Ramsaroop	212-341-8956	Brahaspa.Ramsaroop@acs.nyc.gov
achieved by Children's Services provide Policy, Planning and Measurement, the monitors assigned to preventive and f stakeholders to improve performance data collected to identify areas of stre collaboratively with provider agencies ongoing and consistent dialogue with	der agencies for New York ne Agency Program Ass foster care providers. AP . Through Collaborative Congth and areas in need of throughout the CoQI cyc	City's children and sistance (APA) ur A works collaborati Quality Improvement improvement with le to develop priorit	quality of services provided and the outcomes families. Located within the Division of hit is comprised of teams of performance vely with both provider agencies and ACS int (CoQI) APA analyzes practice and outcome each provider agency. APA works ties and Improvement plans. APA engages in and progress on improvement plans.
APPLA Monitoring Unit	Sophonie Taylor	212-676-6997	Sophonie.Taylor@acs.nyc.gov
performs random reviews assessing s completed by provider agencies for yo Insurance; Educational/Vocational O Continuing Support Systems and Vita out on provider agency compliance ra	elected PYA transition pla oung people ages 17-21. C pportunities; Employmen l Documents. The Unit m tings respectively; discuss	ns (In-Care, Discha hecklist documenta t Opportunities; Op neets on a quarterly s provider agency ch	chood (PYA) checklist submission. The unit rge and Supervision Until 21 checklists) tion include: Housing; Health/Health oportunities for Adult Permanency Resources; basis with the provider community to report nallenges with checklist submission and ositive outcomes for APPLA + youth



Program	Contact	Telephone No.	E-mail			
Case Practice Consultation	Stephanie Wilson	212-788-8340	Stephanie.Wilson@acs.nyc.gov			
ACS has established a new case consultation function within the Family Permanency Services Division to provide consultation, technical assistance and support to foster care agency staff on individual cases. This is a program that will be implemented with 5 provider agencies. Currently 5 agencies (Mercy First, Catholic Guardian Services, JCCA, St. Dominic's Home and SCO) have been engaged and 2 others will be selected. ACS Senior Practice Consultants (SPCs) will work directly and collaboratively with ACS' contracted foster care provider agencies to deepen and strengthen agency practice resulting in improved well-being, safety and permanency outcomes for children in foster care, reduced lengths of stay and rates of re-entry into foster care. Initially, the SPCs will focus on helping to find permanency for youth in care over 2 years.						
ACS' Senior Practice Consultation	on Team:					
Patricia Pryce: Catholic Guardian ACS Cell: 347-415-7866 (Mon-Fri), A						
Elisa Georges: JCCA , Elisa.Georges Brooklyn Site: 718-758-7833 (Mon &			nrs), ACS Cell : 646-872-7454 (Mon-Fri), l)			
Linda Catanzaro: Mercy First, Linda Catanzaro: Mercy First, Linda ACS Cell: 347-844-3062 (Mon-Fri), A						
Gladys Screen: SCO, Gladys.Screen(ACS Cell: 917-583-4532 (Mon-Fri), B						
Sonia Michel: St. Dominic's , Sonia ACS Cell: 917-697-3302 (Mon-Fri), A						
Child and Family Health, Office of (OCFH) *=Part of Department	Angel Mendoza, MD, Agency Medical Director	212-341-2660	Angel.Mendozajr.@acs.nyc.gov			
have access to physical and mental/b practice standards. It also provides t OCFH delivers direct medical service staff and foster care agencies on a var	ehavioral health care that hat medical lens to suppor es to children entering fost riety of health-related topi policies that support best	is comprehensive, a rt DCP, FPS, DYFJ a ter care, offers indiv cs, conducts researc	ter children served by Children's Services appropriate and in line with current best and DPS in their assessment and practice. idual case consultations and training to ACS ch and provides clinical expertise in ngel Mendoza, Agency Medical Director,			
*Children with Special and Exceptional Needs Unit (CSEN)	Yelena Gladkova, Director of Clinical Programs and Services	212-341-3165	Yelena.Gladkova@acs.nyc.gov			
	health needs. It reviews	for approval special	reimbursement rates for children who have l and exceptional rate requests that agencies ioral condition.			
*Developmental Disabilities Unit (DD Unit)	Yolanda Dillard, Director	212-442-2081	Yolanda.Dillard@acs.nyc.gov			
The Developmental Disabilities Unit enables ACS to coordinate efforts for providing supports, services and appropriate planning for children in foster care with developmental disabilities. The unit outreaches daily to case planners, preventive agencies, CPS workers, provides case specific consultation, training on developmental disabilities, and establishes linkages to local community resources and services. The unit provides free psychological testing to children in foster care suspected of having a developmental disability and has expanded its reach to support parents with suspected cognitive limitations. Please contact us through our mailbox: <u>DDUnit@acs.nyc.gov</u>						
*Medical Audit Unit	Yelena Gladkova, Director of Clinical Programs and Services	212-341-3165	Yelena.Gladkova@acs.nyc.gov			
	Monica DiGrado, Assistant Director of Clinical Programs and Services	212-788-5517	Monica.Digrado@acs.nyc.gov			
The Medical Audit Unit reviews foster care medical records to ensure compliance with the established health standards for children in foster care. It strives to ensure that all relevant ACS policies reflect the currently recognized best practices as identified by the American Academy of Pediatrics and other entities.						



Program *Medical Consent Unit	Contact	Telephone No.	E-mail
Medical consent enit	Yelena Gladkova, Director of Clinical Programs and Services	212-341-3165	Yelena.Gladkova@acs.nyc.gov
	Nonceba Lubanga	212-341-2765	Nonceba.Lubanga@acs.nyc.gov
children placed under Article 10 recei o provide consent. It determines wh	ve essential medical treat ether the proposed treatm redically fragile children to	ment when biologic nent is medically ap skilled nursing fac	d the ACS Office of General Counsel to ensur cal parents disagree, or are unable or unwillin propriate when seeking parental override, ilities. The Unit provides support to the Speci ng facilities.
*Medical Consultation	Melissa Nieman,	212-562-7976	Melissa.Nieman@acs.nyc.gov
Program	Coordinator		Melissa.Nieman@nychhc.org
nedications, and treatment, and are ollaboratively with the Clinical Cons urrounding issues of Medical, Menta	experts in child developm ultation program and sup al Health, Domestic/Intim	ent and medical iss ports ACS' child pr ate Partner Violenc	
*Mental Health Coordination Unit (MHCU)	Gita Thadhani, DSW Director	212-341-2671	Gitanjali.Thadhani@acs.nyc.gov
ACS (PINS and JD placement must b and under age 18, is hospitalized to in Comprehensive Psychiatric Emergen	e reported; PINS pre-disp an acute inpatient psych cy Program, Extended Obs	ositional placemen iatric inpatient unit servation Bed, State	and custody, or custody and guardianship of t and JD remand cases are not reportable), t (not an Emergency Room, Children's e hospital, or 21-day Crisis/Community
ACS (PINS and JD placement must b and under age 18, is hospitalized to in Comprehensive Psychiatric Emergen Respite Program). MHCU must be n The unit works closely with case plan OMH.	e reported; PINS pre-disp an acute inpatient psych cy Program, Extended Obs otified of acute inpatient p ning teams, acute hospital	ositional placemen iatric inpatient unit servation Bed, State osychiatric admissi ls that have inpatie	t and JD remand cases are not reportable), t (not an Emergency Room, Children's e hospital, or 21-day Crisis/Community ons and discharges within one business day. nt child and adolescent psychiatric units, and
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Program	Contact	Telephone No.	E-mail
Child Care Referrals for Children Placed in Foster Care	Sheryl Watson	212-676-6639	Sheryl.Watson@acs.nyc.gov
			Fps.childcarereferral@acs.nyc.gov
	here is a simple form that	captures the pertine	and Education (ECE) for children in care ent information needed by ECE to find a universal pre-K services.

Children's Center	Rebecca Chew	646-935-1499	Rebecca.Chew@acs.nyc.gov
	David Bauer	646-935-1719	David.Bauer@acs.nyc.gov

The **Nicholas Scoppetta Children's Center** operates 24/7 and serves vulnerable children and youth who have experienced the trauma of abuse and neglect and removal from their families. Our mission is to provide a temporary living environment that is non-judgmental, supportive, caring, and structured that strives to heal past and ongoing trauma. Our vision is that children and youth will be prepared to transition to placement or achieve permanency after their stay at the Children's Center. **Pre-Placement Services (PPS)** consists of an interdisciplinary team who provide trauma-informed direct care, therapeutic programming, medical and clinical services to children and youth residing at **Children's Center**. **Placement Stability Unit** manages the contracted **Youth Reception Centers, Sheltering Arms Reception Center** and the **COVID-19 alternative sites.**

For assistance, please see the contact information for **PPS** below:

- Dr. Katia Pierre, Senior Director for Operations: 646-935-1533
- Executive Director of Social Work/Placement Stability Unit: Dr. Michele Brown: 646-935-1396
- Mental Health Service (NYU/Bellevue): Dr. Patrick Heppell: 646-935-1443
- PPS Intake: 646-935-1411
- PPS Supervisors/Managers: 646-935-8626 or 1496 or 1597 or 3413
- PPS Medical Unit: 646-935-1534/1536

Agencies must submit documentation/replacement packet to: <u>Replacement.Notification@acs.nyc.gov</u>



Program	Contact	Telephone No.	E-mail
Child Trafficking Prevention	Selina Higgins,	For cases	Selina.Higgins@acs.nyc.gov
and Policy, Office of (OCTPP)	LCSW-R, Executive	inquiries and	
	Director	trafficked youth	Child.Trafficking@acs.nyc.gov (cases)
		notifications,	
		email the Child	<u>CTDB@acs.nyc.gov</u>
		Trafficking	(database screening issues and questions)
		Mailbox at: Child.trafficking	Traffickingtraining@acs.nyc.gov
		@acs.nyc.gov	(training and groupwork inquiries)
		wats.nyt.gov	(training and groupwork inquiries)
		For	Child.tattoo.removal@acs.nyc.gov
		emergencies:	(tattoo removal requests)
		917-769-1987	
			FGM@acs.nyc.gov (Female Genital
		If a child is in	Mutilation case notifications)
		immediate	
		danger, call 911.	Messenger@acs.nyc.gov
			(Credible Messenger presentations)

ACS' **Office of Child Trafficking Prevention and Policy (OCTPP)** coordinates all aspects of ACS and provider agency policy and practice concerning children involved in human trafficking and commercial sexual exploitation, including prevention, identification, service provision and training. OCTPP is the primary resource and first stop contact for work with all trafficked youth involved with any aspect of the NYC child welfare system. OCTPP also:

- Manages the NYC Safe Harbour Program
- Develops policies, procedures and tools for work with trafficked and at-risk youth
- Administrates grants received by ACS for work with trafficked and at-risk children
- Develops and implements trafficking awareness and prevention related trainings and events for professionals, youth and communities
- Provides technical support, guidance and resource referrals
- Manages ACS' Child Trafficking Database (the electronic application for the mandated OCFS sex trafficking screenings)
- Provides referrals to medical professionals for free tattoo removal for trafficked or gang involved youth through its "Movin' On": The NYC Child Tattoo Eradication Project.
- Provides a variety of therapeutic and trafficking awareness groupwork models for youth
- Manages the "Children are NOT for \$ale" Trafficking Awareness Campaign

Contact:

For all case notifications or questions about trafficked children, email <u>Child.trafficking@acs.nyc.gov</u>

For all inquiries and issues about the ACS Child Trafficking Database (CTDB), email CTDB@acs.nyc.gov

For all training inquiries and requests, email <u>Traffickingtraining@acs.nyc.gov</u>

For all tattoo removal requests, email <u>Child.tattoo.removal@acs.nyc.gov</u>

For all Female Genital Mutilation/Cutting (FGM/C) case notifications, email <u>FGM@acs.nyc.gov</u>

For the Trafficking Credible Messenger Program, email Messenger@acs.nyc.gov

Resources:

ACS Trafficked Youth webpages with downloadable resources:

- Trafficked Youth Overview Page: <u>https://www1.nyc.gov/site/acs/youth/traffickedyouth.page</u>
- Trafficked Youth Resources for Professionals Page: <u>https://www1.nyc.gov/site/acs/about/child-trafficking/resources.page</u>
- What to Do When Identifying a Trafficked Youth Page: <u>https://www1.nyc.gov/site/acs/youth/identify.page</u>
- Human Trafficking Virtual Resource Fair provider information and links:
- https://www1.nyc.gov/site/acs/youth/virtualresourcefair.page



Program	Contact	Telephone No.	E-mail
Child Welfare Support Services (CWSS) *=Part of Department	Shanelle Bolton, Acting Associate Commissioner	212-341-3483	Shanelle.Bolton@acs.nyc.gov
	Jacqueline Jeffrey, Assistant Commissioner	212-341-2776	Jacqueline.Jeffrey@acs.nyc.gov
*Clinical Consultation Program	Michael Hernandez, Director	212-341-8940	Michael.Hernandez@acs.nyc.gov

As part of the Division of Child Protection (DCP), the **Clinical Consultation Program (CCP)** offers clinical expertise and service referrals for the ACS Divisions of Child Protection, Preventive Services, and Foster Care. Providing a therapeutic perspective influenced by best practices in clinical decision-making, the **CCP** provides clinical mental health expertise in five fields of practice including, Mental Health, Domestic Violence, Substance Use Disorders, Early Childhood Mental Health, and Adolescent Mental Health.

The **Clinical Consultation Program** hopes to partner with the child welfare continuum to build capacity, promote best practice, and enhance efforts to serve children and families through assessments, consultations, office-based trainings, and appropriate interventions.

*Mental Health, Policy &	Nancy Chapman,	212-442-8567	Nancy.Chapman@acs.nyc.gov
Planning Unit	Senior Advisor		

This unit is responsible for promoting mental health best practice through technical assistance, training, case review, facilitation and support. The unit is also responsible for assessing mental health needs within the child welfare system and developing operational mechanisms, protocols and programs to address these needs, both within Children's Services and in collaboration with other governmental agencies. The unit also participates in the Office of Mental Health Residential Treatment Facility (RTF) Authorization Team review meetings and provides technical assistance for this process. In addition, the New York Society for the Prevention of Cruelty to Children's (NYSPCC's) Crisis Debrief Program is facilitated by and processed through this unit.

*Domestic Violence Practice, Policy & Support (DVPP)	Claudette Hall, Director	212-442-5528	Claudette.Hall@acs.nyc.gov
	Susan Clee, Assistant Director	212-341-2663	Susan.Clee@acs.nyc.gov

This unit works to inform ACS services and practice so that families and children affected by domestic violence are identified and receive the services they need. **DVPP** supports capacity-building and adherence to best practice, and achieves its goals through consultation, technical assistance, training, inter- and intra-agency collaboration and community outreach. The unit develops policy, formulates practice guidelines and protocols, and works collaboratively within ACS and with external partners to identify and address and develop domestic violence policies, formulate practice guidelines and protocols, and inform best practice.

*Substance Use Disorders	Shernet Neufville-	212-341-3134	Shernet.Neufville-Gray@acs.nyc.gov
	Gray, Director		

This unit is responsible for creating and maintaining the on-going cross-systems collaboration with Provider Agencies, the Office of Alcoholism and Substance Abuse Services (OASAS) and the ACS Division of Child Protection to oversee the unique implementation of **Substance Use Disorders** screening, assessments and referral to treatment/treatment by CASACs in each of the ACS Borough Offices. We partner with Federal, State and City Agencies to expand the resources available to our staff and clients to assist with training, as well as engagement of clients so as to improve our outcomes with this population. The unit strives to support staff and families by bringing evidence-based practices in Substance Use Services to our client population in a way that improves client's show-rate for treatment and ultimately outcomes. We utilize data driven decision making to evaluate outcomes and plan for improvement.

*Early Childhood Mental	Nancy Chapman,	212-442-8567	Nancy.Chapman@acs.nyc.gov
Health and Development	Senior Advisor		

This unit provides technical assistance in the area of Early Childhood Development and Early Childhood Mental Health. There is a focus on the competencies necessary to understand, value and respect the unique and important growth of young children in their social and emotional development in the context of their parents/caretakers within child welfare. Inclusive of trauma treatment, dyadic therapies and related training.

*Adolescent Mental Health	Michael Hernandez,	212-341-8940	Michael.Hernandez@acs.nyc.gov
and Development	Director		

This unit provides technical assistance in the area of Adolescent Development and Adolescent Mental Health. It places focus on working with staff to provide resources that assist adolescents to achieve overall well-being, including mental, social, emotional, cognitive and physical wellness, setting them up for positive mental health outcomes in adulthood.



Ducquom	Contact	Talanhana Na	Emeil		
Program College Room and Board –	Contact Sonia Gonzalez	Telephone No.	E-mail Sonia.Gonzalez@acs.nyc.gov		
Exceptional Payment (CRB/EP)	Sonia Gonzalez	212-676-9519	Soma.Gonzaiez@acs.nyc.gov		
a college or university full-time, resid	ing on or off-campus and	in need of financial	ments for youth in care, ages 21-23, attending assistance for room and board. The necting them with resources and otherwise		
The CRB/EP unit also partners with who need temporary housing placeme			s Pass-Through Payments for, youth in care		
Please submit all referrals and reques <u>Sonia.Gonzalez@acs.nyc.gov</u> <u>Shirley.Fonseca@acs.nyc.gov</u> <u>Magda.Santiago@acs.nyc.gov</u> 	<u>r</u>				
Community Engagement & Partnerships, Office of (OCEP)			OCEPMailbox@acs.nyc.gov		
• Community Partnerships:	• Nigel Nathaniel	212-393-5175	Nigel.Nathaniel@acs.nyc.gov		
• Family Enrichment Centers (FECs):	Crystal Young-Scott	917-921-5212	Crystal.Young-Scott@acs.nyc.gov		
	tegies focused on primary	prevention and chi	ACS' Division of Child and Family Well-Being, ld and family well-being as a way to reduce ams.		
First, the Community Partnerships , which are networks of local provider, community leaders, and residents. ACS funds Partnerships in 11 communities: Bushwick, Bedford-Stuyvesant, East Flatbush, East Harlem, East New York, Elmhurst, Jamaica, Highbridge, Hunts Point, Mott Haven, and St. George on Staten Island. Membership ranges between 30 to 60 organizations and community representatives. Partnership members share primary prevention resources, work to increase service referral and utilization, organize events to disseminate knowledge to community members, and support Community Ambassadors , who are residents with lived experience that contribute to Partnership governance and develop community-led projects that strengthen child and family well-being. In addition to Community Ambassadors, the work of each Partnership is led by a small core staff. All Partnerships have regular, open meetings where the community is invited to contribute to efforts, which focus on a priority area selected by the community. For more information regarding the Partnerships or to attend a Partnership meeting, contact Director Nigel Nathaniel or email the OCEP office at <u>OCEPMailbox@acs.nvc.gov</u> .					
OCEP also oversees three Family Enrichment Centers (commonly called FEC)s , which are warm, strength-based, home-like spaces where neighbors are able to connect, contribute to their community, find resources, support one another and build protective factors that help children and their families thrive. FECs are located in Highbridge, Hunts Point and East New York, are accessible and open to the community, free of charge. Referrals and appointments are not needed and there is no case management. A Parent Advisory Group works closely with the staff to help develop offerings for children and families such as movie night, computer classes, clothing drives, read-alouds, fathers'/men's' groups, family trips and a wide range of other community-designed activities that occur based on the community's preferences. For more information regarding the FECs or to learn how to participate in an FEC, contact FEC Director Crystal Young-Scott at 917-921-5212; <u>Crystal.Young-Scott@acs.nyc.gov</u> or email the OCEP office at <u>OCEPMailbox@acs.nyc.gov</u> .					
Connections	Connections				
Technical Assistance for Connections Contact your assigned OCFS Implementation Support Specialist. A contact list of each district and agency's assigned implementation specialist can be found on the CONNECTIONS Internet site <u>https://ocfs.ny.gov/connect/contact.asp</u> .					
 CNNX Error Phone: 844-891-1786 Email: <u>fixit@its.ny.gov</u> 					
• Email: <u>IIXIt@its.ny.gov</u> OCFS Training For training opportunities, to Register in STARS/HSLC, staff should contact their Training Coordinator and register via: <u>https://www.hslcnys.org/hslc</u> .					
Obtaining a Role Assignment All requests for role assignments from Providers must go to the following mailbox: Foster Care Providers: <u>fostercare@acs.nyc.gov</u>					



Program	Contact	Telephone No.	E-mail				
Continuation of Care and Support Beyond Age 21 (CCS21+)	Tracy-Ann Johnson- Samuels	212-676-7007	Tracy-Ann.Johnson-Samuels@acs.nyc.gov				
care past age 21 when they haven't see plan to successfully transition into ad Submit all initial/extension requests t	Continuation of Care and Support Beyond Age 21 (CCS21+) unit processes requests to allow youth to remain in foster care past age 21 when they haven't secured housing. The CCS21+ unit ensures foster care youth have an appropriate discharge plan to successfully transition into adulthood. Submit all initial/extension requests to: acs.sm.FPS.CCS21 or FPS.CCS21@acs.nyc.gov Be sure to cc: Tracy-Ann.Johnson-Samuels@acs.nyc.gov						
Corrective Action Monitoring Unit (CAMU)	Fabian Matthew	212-513-7686	Fabian.Matthew@acs.nyc.gov				
Corrective Action Monitoring Unit (CAMU): At the conclusion of an investigation of a report made to the Statewide Central Register of Child Abuse and Maltreatment (SCR) involving a foster home or a child who is in foster care, the Office of Special Investigation (OSI) may create a corrective action plan (CAP) with recommendations for a foster care provider to enhance the safety and well-being of the child(ren) involved in the report. The Corrective Action Monitoring Unit (CAMU) monitors the progress the provider agencies are making in completing the CAP. The provider agencies are required to submit the CAP to the unit within 20 business days after receiving the CAP. CAMU will review and approve the submissions for compliance with the recommendations and work to resolve any outstanding issues. Our tracking is provided to PPM for use in the scorecard results of each agency.							
Crossover Youth Practice Model-CYPM- Raise the Age- Youth Justice (Detention & Corrections)Patricia Bassy212-513-0343Patricia.Bassy@acs.nyc.gov							
Assists and monitors crossover youth involved in both the foster care and juvenile/criminal justice systems. This unit ensures that a child welfare plan is in place for crossover youth in detention, placement or in the custody of the Department of Corrections (DOC), as well as ensuring the young person is being visited and has a transition plan in place for when they leave detention, placement or DOC custody.							
Diligent Search Unit (DSU)Michelle Acevedo, DSU Supervisor212-227-5777Michelle.Acevedo@acs.nyc.govDiligent search requests should be submitted through the DSU Mailbox: acsdsu@acs.nyc.govDiligent search requests should be submitted through the DSU Mailbox: acsdsu@acs.nyc.govElectronic request forms are available from agency liaisons or by contacting the DSU Mailbox.							
The ACS Diligent Search Unit (DSU) helps locate both respondent and non-respondent parents as well as potential kinship resources for children in foster care. For foster care agencies, the DSU generally assists with diligent searches when agencies are attempting to locate family resources or as part of the TPR (Termination of Parental Rights) process. The DSU checks through a large number of databases, several of which are not available to most ACS/foster care agency staff.							



Program	Contact	Telephone No.	E-mail
Education and Employment Initiatives, Office of	Rachel Natelson, Exec. Dir. (Education)	212-442-4320	Rachel.Natelson@acs.nyc.gov
	Raymond Singleton, Asst. Commissioner (Employment)	212-442-3247	Raymond.Singleton@acs.nyc.gov
	Yurij Pawluk, Assoc. Commissioner	212-341-0977	Yurij.Pawluk@acs.nyc.gov

The **Office of Education and Employment Initiatives** supports training, technical assistance, and capacity building for education, employment, and college access programs. The office works with ACS providers and staff to ensure that children and youth receive the education, career and college readiness, employment, and supportive services they need.

Education: The Office assists and supports administrative and casework staff on all educational matters for children and youth who are accessing services through ACS. They can be the subject of an active child protective investigation, receiving preventive services, or in foster care. The Office advises on issues related to all educational levels (from early childhood to post-secondary), including special education rights, educational record sharing, school stability planning, and alternative school placements for disengaged youth. The Office also oversees programs that promote readiness for and access to college and vocational training, including the **Fostering College Success Initiative ("Dorm Project")** and **College Room and Board** (see separate entries in this guide).

Employment: The Office oversees, and offers ACS and agency staff information on, employment and workforce development programs aimed at youth in, and aging out of, foster care. These include career readiness initiatives; mentored, summer, and other internship programs; career-exploration and planning activities; employment opportunities; and a driver's education program.

Education and Training	Sonia Gonzalez	212-676-9519	Sonia.Gonzalez@acs.nyc.gov
Vouchers (ETV)			

ETV is a federally funded program that provides youth attending college or a certified training program with up to \$5000 per year to support their studies. To be eligible, youth must be between the age of 17-20 when they first apply. These funds are available up until the youth's 23rd birthday, and can be used to help pay for tuition, student fees, room and board, books, supplies, etc. For more information about eligibility requirements and how to apply, please visit: <u>www.fc2sprograms.org</u>

Education Funds provided by New Yorkers for Children	Sonia Gonzalez	212-676-9519	Sonia.Gonzalez@acs.nyc.gov
(NYFC)	Odessa Brown	212-341-0925	Odessa.Brown@acs.nyc.gov

- <u>The Nick's Scholars Program</u> provides essential wraparound services in the form of financial, academic, and emotional support to help students succeed in college.
- <u>The Back to School Package Program</u> provides New York City youth in care, who are enrolled in college or an accredited vocational program, with resources they need to succeed in school, including a laptop computer and gift cards to cover textbooks and other educational expenses.
- <u>The NYFC Emergency Educational Fund</u> ensures that a youth continues with their education, without interruption, when an unforeseen circumstance or unusual financial emergency occurs.
- **<u>The Spirit Award</u>** is awarded to four young adults currently or formerly in foster care attending college full time and in their third or fourth year.
- **<u>Financial Empowerment Fund</u>** helps ease the financial burden of pursuing a college education and to alleviate or prevent debt by connecting students to a Financial Coach. In order to qualify, a youth must be a third or fourth year, full time college student with foster care involvement (past or current). A youth can receive up to \$5,000.



ACS Resources For Foster Care Providers

Program	Contact	Telephone No.	E-mail				
Family Court Legal Services (FCLS)	Alan Sputz, Deputy Commissioner	212-341-0972	Alan.Sputz@acs.nyc.gov				
The Division of Family Court Legal Services (FCLS) is responsible for representing Children's Services in child neglect and abuse cases, permanency hearings, other child welfare proceedings, and juvenile delinquency matters in the New York City Family Courts. FCLS attorneys work collaboratively with Child Protective Specialists, case planners, Permanency Planning Specialists and other child welfare and juvenile justice stakeholders to further the agency's mission on behalf of children, youth and families.							
Borough Chiefs:							
Bronx: Lauren Meller, 718-590-848 Brooklyn: Cynthia Lopez, 718-802- Manhattan: Peninna Oren, 212-78 Queens: Lisa Rodin, 718-725-3000 Staten Island: Kimberly.Jones, 718	-2713, Cynthia.Lopez@acs 8-1379, Peninna.Oren@ac , Lisa.Rodin@acs.nyc.gov	s.nyc.gov es.nyc.gov					
Family Home Care Program	Martha Boomer, Assistant Commissioner	212-676-6800	Submit all documents the mailbox: HomeCarePrevFC@acs.nyc.gov				
	Michele Napoleon, Deputy Director	212-341-3176	Ms. Taylor and her staff are the point of contact for foster care referrals.				
Angela Taylor,917-551-8166Fax: 212-676-9402FHC Manager of Field							
	Operations		Original M11Qs must be submitted with the package within 10 days of the date of examination to complete the processing of the service request.				
Attendant Services to Med	licaid eligible individuals le personal care to adults a	who are incapacitat	ources Administration offers Home ed and might be institutionalized. Home personal care tasks can't be completely met				
			nary caretakers from contributing to the ossess poor parenting skills, are emotionally				

developmental growth of their minor children or if parents or guardians possess poor parenting skills, are emotionally immature or incapable of coping with the care of their children without exposing these children is neglect or abuse. The homemaker provides services to the entire family.



Family Service Units (FSU)Almarie Buddington, Assistant Commissioner212-341-2811Submit all documents to mailbox: Almarie.Buddington@acs.nyc.govCrystal Dougherty, Acting Executive Deputy Director212-788-9664Crystal.Dougherty@acs.nyc.gov	Program	Contact	Telephone No.	E-mail
Acting Executive	Family Service Units (FSU)	Assistant	212-341-2811	
		Acting Executive	212-788-9664	Crystal.Dougherty@acs.nyc.gov

Division of Child Protection: Family Services - Court Order Supervison Family Service Units (FSU) are part of the Division of Child Protection, our mission promotes the ongoing assessment of child safety and wellbeing with the support of court ordered supervision intervention. **FSU** teams are responsible for maintaining at least two or more successful, purposeful familial contact and engagement each month. **FSU** educates and provides children and families with appropriate preventive and or community-based services, to support behavioral changes, strengthen parents and caretakers' protective capacity and achieve family permanency. FSU maintains purposeful key collateral contacts to inform ongoing assessment, familial progress and service outcomes. FSU CM conducts Family Team Meetings and Conferences, attend court hearing and completes court reports. FSU team works closely with the parents, children and extended family, key collaterals contacts, FCLS, service providers, child welfare cross systems partners, Family and Criminal Court.

DCP Family Service Units/ COS	Almarie Buddington Assistant Commissioner FSU Strategic Planning and Implementation	212-341-2811	Submit all documents to mailbox: Almarie.Buddington@acs.nyc.gov
Central Office Support	Crystal Dougherty Acting Executive Deputy Director	212-788-6694	Crystal.Dougherty@acs.nyc.gov
Borough Based Leadership			
Brooklyn East	Wendy Brown Borough Commissioner	718-623-4975	Wendy.Brown@acs.nyc.gov
	Martha Marcano DD Michael Dunbar FSU DD	718-623-4862 718-623-4862	Martha.Marcano@acs.nyc.gov Michael.Dunbar@acs.nyc.gov
Brooklyn West	Joan Cleary Borough Commissioner	718-218-6215	Joan.Cleary@acs.nyc.gov
	Mitchell Walker FDD Vivienne Grant FSU DD	718-218-6349 718-623-4568	Mitchell.Walker@acs.nyc.gov Vivienne.Grant@acs.nyc.gov
Bronx North	Lisa Bolling Borough Commissioner	718-239-5209	Lisa.Boilling@acs.nyc.gov
	Lisette Matos FDD Olga Laboriel FSU DD	718-239-5213 718-239-5199	Lisette.Matos@acs.nyc.gov Olga.Laboriel@acs.nyc.gov
Bronx South	Lissette Estrella Borough Commissioner	718-933-1212	Lissette.Estrella@acs.nyc.gov
	Dwight Quamina FDD Josephine Veloz	718-933-7475 718-933-5367	Dwight.Quamina@acs.nyc.gov Josephine.Veloz@acs.nyc.gov
Manhattan	Corinne Ross Borough Commissioner	212-289-2780	Corinne.Ross@acs.nyc.gov
	Frances Carrero FDD Feola Murray DD	212-410-6309 212-289-4209	Frances.Carrero@acs.nyc.gov Feola.Murray@acs.nyc.gov
Queens	Marsha Kellam Borough Commissioner	718-557-1745 718-557-8964	Marsha Kellam.acs.nyc.gov Taniya Mingo@acs.nyc.gov
	Taniya Mingo FDD Doris Avila DD	718-557-8988	Doris.Avila@acs.nyc.gov
Staten Island	Sandra Graydon-Long Natalya Litvinova FDD Sarah Dudley FSU DD	718-720-2833 718-720-2708 718-720-2712	Sandra.Graydon-Long@acs.nyc.gov Nataliya.Litvinova@acs.nyc.gov Sarah.Dudley@acs.nyc.gov



Program	Contact	Telephone No.	E-mail
Family Team Conferencing (FTC)	Beverly Ali, LMSW Assistant Commissioner	212-341-8979	Beverly.Ali@acs.nyc.gov
lecisions related to child safety, plac	ement (stability), well-bei al Discharge; 12month Pe	ing and permanency	ofessionals and others) in making quality ACS – FTC facilitates Placement ces and Pre-birth Planning Conferences.
FTC Borough Directors:			
Sonia Tye-Santiago: (Manhattan - Sonia.Tye-Santiago@acs.nyc.gov	South, Staten Island	& OSI), Office: 212	2-676-6477, Cell: 347-578-4134,
Judith Vassell-Mariette: (Manhatt Judith.Vassell-Mariette@acs.nyc.gov		e-676-6715, Cell: 34	7-844-3060,
Robert Martinez: (Bronx – North	& Upstate), Office: 718-	-239-5421, Cell: 646	6-872-0957, Robert.Martinez@acs.nyc.gov
Perpetua Igweatu: (Bronx – South) , Office: 718-933-1133,	Cell: 929-271-6145,	Perpetua.Igweatu@acs.nyc.gov
Harry Comeau: (Brooklyn – Wes), Office: 718-260-8566,	Cell: 347-860-5090	o, Harry.Comeau@acs.nyc.gov
Covering: Keeva Bragg (Brooklyn	a – East) , Office: 718- 34	8-8173, Cell: 646-59	9-6606, Keeva.Bragg@acs.nyc.gov
Celeste Lucas Powers: (Queens & I Celeste.LucasPowers@acs.nyc.gov	Long Island), Office: 71	8-725-4352, Cell: 91	17-716-2211,
Taryen Davidson: (Queens) , Office	: 718-557-1768, Cell: 917	7-769-1975, Taryen.I	Davidson@acs.nyc.gov
Family Visiting Unit / Children of Incarcerated Parents Program (CHIPP)	Andrew Mandel	212-442-2124	Andrew.Mandel@acs.nyc.gov
visiting to provider agency st	aff, ACS staff, and other c	hild welfare profess	ove policy and practice in the area of family ionals. In addition, the Family Visiting powers parents to have quality visits).
children, families, and servic experience of children and fa divisions, criminal justice de	e professionals in the chil milies involved with both partments, NYC Departm	d welfare and crimin systems. CHIPP we lent of Corrections, S	s, resources, and technical assistance to nal justice systems in order to improve the orks closely with foster care providers, ACS State and Federal correctional facilities and ating communication, coordinating efforts,
First Star Academy (FSA)	Sonia Gonzalez	212-676-9519	Sonia.Gonzalez@acs.nyc.gov
have the academic, life skills, and ad	ult supports needed to tra	nsition to higher edu	s, and school districts to ensure youth in care ucation and adulthood successfully. FSA week college readiness program during the
For more information about FSA , in	cluding how to apply, con	tact <u>Sonia.Gonzalez</u>	@acs.nyc.gov
Fostering College Success Initiative (also known as the	Sonia Gonzalez	212-676-9519	Sonia.Gonzalez@acs.nyc.gov
"Dorm Project")	Shirley Fonseca	212-676-6526	Shirley.Fonseca@acs.nyc.gov
college, including: individual coachi Students attending CUNY, SUNY and who attend CUNY may be eligible to	ng, personalized tutoring, l other Colleges/Universit have their full tuition, roo d residence at designated	career advising, and ties within New York om, and board costs	youth with foster care involvement attending d social support with navigating college life. & State are eligible to participate. Participants covered by the program (after the application more information about how to apply for the



Program	Contact	Telephone No.	E-mail				
Fostering College Success	Sonia Gonzalez	212-676-9519	Sonia.Gonzalez@acs.nyc.gov				
Stipend (FCS)							
	Odessa Brown	212-341-0925	Odessa.Brown@acs.nyc.gov				
are enrolled in college, and reside on agencies on a monthly basis, and age	The Fostering College Success stipend (FCS) provides a \$31 per-day stipend to youth with foster care involvement who are enrolled in college, and reside on-campus or in approved off-campus housing. Stipend funding is distributed to foster care agencies on a monthly basis, and agencies allocate stipend funds to participants on a weekly basis. Participants can use stipend funds for education and personal expenses.						
Housing Academy Collaborative (HAC)	Paul Williams	212-676-6779 O 646-770-4979 C	Paul.Williams@acs.nyc.gov				
maintain long-term possession of NY In addition, HAC provides one-on-or HAC collaborates with provider ager	CHA, and to help them ob ne technical assistance in l cy staff on youth prepared	otain supportive hou key areas of educati lness services.	vo goals: to better prepare young adults to using when they transition from foster care. on, employment, and medical/mental health.				
Housing Support and Services (HSS)	Judi Trotter	212-341-3419	Judi.Trotter@acs.nyc.gov				
()		HSS Helpline:	HSS mailbox:				
		212-676-2818	acs.sm.housing.fostercare@acs.nyc.gov				
mandated services are eligible for the is calculated in part on the client's mo monthly towards NYC market rate ho program provides for two special grad	ACS Housing Subsidy Pro onthly rent charge, is to pro ousing that lasts for a perio nts, each up to \$1800.00. s associated with establish	ogram. The primary ovide a time limited od up to 3 years or \$ One grant can be u	d families receiving contracted preventive y purpose of the ACS Housing Subsidy, which d, financial supplement up-to \$300.00 510,800, whichever comes first. The subsidy sed towards rent or mortgage arrears and the or foster care cases only, this special grant				
Immigration Services and Language Access (ISLA)	Elian Maritz, Esq. Director	212-676-9008	Elian.Maritz@acs.nyc.gov				
	Bojana Zezelj, Program Manager	212.676.9021	Bojana.Zezelj@acs.nyc.gov				
	Pedro Rodriguez, Language Access Contract Manager	212.676.6723	Pedro.Rodriguez@acs.nyc.gov				
			Immigration Services for Youth in Care: sijs@acs.nyc.gov				
			For U-visa certifications write to: Uvisa@acs.nyc.gov				
			Language Access questions write to: Language.access@acs.nyc.gov				
ISLA is responsible for:	•						

Implementing the ACS Policy and Procedure on Special Immigrant Juvenile Status and Immigration **Services**, which ensures that every child in ACS care is screened by their foster care agency for immigration legal needs and is referred to an immigration lawyer;

- Responding to general questions about immigration law and policy;
- Issuing U-visa nonimmigrant status certifications for victims of domestic violence and other crimes who assist ACS with child protective investigations.
- Ensuring that ACS is addressing the city's immigrant and Limited English Proficient (LEP) populations unique needs, as identified by ACS community partners and provider agencies, ACS staff, and city government.



Program Contact Telephone No. E-mail						
Implementation and Support, Office of	Ina Mendez	212-341-0387	Ina.Mendez@acs.nyc.gov			
The Office of Implementation and Support provides support to regular family foster care providers implement various permanency initiatives, special projects and evidence-based models outlined in the Foster Care Strategic Blueprint. Through analysis and use of data to support performance, the office provides technical assistance services to ACS' contracted foster care provider agencies to better achieve positive safety, well-being, and permanency outcomes for children in foster care and families. Additionally, the Office of Implementation and Support enhances the capacity of provider agencies to deliver comprehensive and robust services that meet the needs of children and families and align with the provider agencies' performance goals. Using an implementation science framework, the team supports the implementation and sustainability of various system reforms and evidence- based practices: <i>Child and Adolescents Needs and Strengths – New York</i> decision support tool, systemwide <i>case planner caseload and supervisory ratio reductions, Attachment and Biobehavioral Catch-up (ABC), Parenting for Success (PfS), KEEP, Parenting through Change (PTC) and recently <i>Connect</i>. These interventions are core components of the ChildSuccess NYC and Strong Families NYC programs.</i>						
Independent Review	Fayette Bennett	212-341-3239	Fayette.Bennett@acs.nyc.gov			
Independent Reviews requested b Independent Review is to determine i child/(ren) should be supported with made to support the agency, despite c	y Foster Parent(s). The N f the removal of the child/ considerations as to what lear indications that remo- is in the best interest of t	ew York State Regu ′(ren) was justified. is in the child/(ren wal was not warran	S-PACE) is responsible for conducting lations state the primary concern of the The decision to remove or return a foster)'s best interest. In some cases, decisions are ted. In attempting to determine the independent Review Specialist considers			
Intensive Preventive Aftercare Services for Child Welfare (IPAS-CW Unit)	Maria Vilme	212-341-0718	Maria.Vilme@acs.nyc.gov IPAS-CW Mailbox: IPASCW@acs.nyc.gov			
 IPAS-CW Unit - Intensive Preventive Aftercare Services (IPAS) for Child Welfare (CW) IPAS-CW is a unit within the Office of Older Youth Services, Division of Family Permanency Services designated to provide technical assistance to residential care providers in support of timely permanency planning. The unit focuses on youth age 21 and under with a goal of Return to Parent (RTP) in residential care as a result of a child welfare placement. IPAS-CW is charged with: Supporting efforts to link youth/family to community-based wraparound supports to include Preventive Evidence-based referral and appropriate school setting. Tracking permanency planning for all youth with a goal of RTP- ensuring timely reunification, transitioning older youth on a case-by-case basis and promoting movement to lower level of care from RTCs. Providing case specific case consultation regarding treatment needs as it impacts permanency and facilitate ongoing dialogue with residential and preventive providers in support of eligibility and follow-up until completion of treatment. Participating in quarterly preventive provider meetings to ensure ongoing collaborative efforts at the macro level. Reaching out to the youth/family to provide further clarity and information regarding community-based supports. 						
Interjurisdictional Placement (ICPC)	Carline Demaso	212-676-6897	Carline.Demaso@acs.nyc.gov			
The Central Office of Interjurisdictional Placements (COIP) provides guidelines and direction concerning inter- jurisdictional movements of children to and from New York City and provides resources, training, ICPC clinics and technical assistance to Children's Services personnel, voluntary agency staff, attorneys and other individuals on current ICPC procedures. It processes requests from other jurisdictions for courtesy visits, home studies and supervision of resources that reside in New York City. COIP also completes the Title IV-E eligibility and financial/medical plan forms for all the contract agencies when they are preparing ICPC packages for submission to the NYS ICPC office.						
KinGAP Support ServicesBryan Hayes212-442-2214Bryan.Hayes@acs.nyc.gov(KinGAP)Jayme Steadman212-513-0927Jayme.Steadman@acs.nyc.gov						
The Kinship Guardianship Assistance Program (KinGAP) Unit focuses on supporting permanency for children and youth in foster care who can be discharged to a relative once reunification and adoption are not appropriate permanency options. The unit is responsible for processing KinGAP applications and subsidy agreements, training ACS and provider agency staff to increase their knowledge on the process, program guidelines and eligibility requirements, and assisting in addressing issues that may be a barrier to KinGAP .						



Program	Contact	Telephone No.	E-mail			
LGBTQ Unit, (Office of Equity Strategies)	Steven Gordon	646-284-5851	Steven.Gordon@acs.nyc.gov			
The Office of Equity Strategies – LGBTQ Unit located in the Office of the First Deputy Commissioner, works to improve overall outcomes for lesbian, gay, bisexual, transgender and queer or questioning (LGBTQ) youth and adults, involved with the child welfare and juvenile justice systems. The Office creates policy guidance, develops and disseminates strategies for working with children and youth, helps collect data on the disproportional representation and experiences of LGBTQ youth, and provides technical assistance and case consultation to improve services, so that all young people are safe, respected and affirmed. The LGBTQ Office receives and tracks incident reports regarding violations of ACS' policy of non-discrimination and works with internal divisions, as well as partner agencies, by providing guidance to improve best case practices and the lives of LGBTQ youth and families.						
To contact the LGBTQ office, please			ov/site/acs/about/lgbtq-support.page			
Medicaid Transition Unit	Cinthia Kong	212-442-2120	Cinthia.Kong@acs.nyc.gov			
community Medicaid depending on the recertify Medicaid for adopted and gu	ne age of final discharge o ardianship children every	f the child. Addition y year until the age of	foster care with transitional Medicaid or nally, we activate community Medicaid and of 18 or 21 years old depending on if they are caid issues for children who are in foster care.			
Missing Children's Outreach Unit (MCOU)	Maria Vilme	212-341-0718	Maria.Vilme@acs.nyc.gov			
	Janice Ellison	212-227-5017	Janice.Ellison@acs.nyc.gov			
			Mailbox: MCOU@acs.nyc.gov			
searches for youth who leave care with	Provides technical assistance to staff at the residential and foster boarding agencies by offering guidance on conducting diligent searches for youth who leave care without permission. This unit monitors the provider agencies adherence and compliance to the ACS 'Children Missing from Foster Care Placement' policy. The unit also assists with system cleanup.					
Parent Support & Recruitment (PSR)/ Home Away from	Roberto Roman	212-676-7572	Roberto.Roman@acs.nyc.gov			
Home (HAFH)	Linda White	212-442-4194	Linda.White@acs.nyc.gov			
	Karen Rivera	212-442-6547	Karen.Rivera@acs.nyc.gov			
PSR serves as the recruitment registration center of prospective foster and adoptive parents and assists those that call the WISH Recruitment Line in learning about the process in becoming a foster or adoptive family. Working with foster care agency partners, prospective parents attend an orientation session and begin the application and certification process. For those prospective parents that wish to adopt children, additional assistance is provided to them from PSR's WWK Adoption Recruiter. Aside from the WISH Line, PSR also receives inquiries from New York City's 311, AdoptUsKids and Meet Our Kids, and are referred to contracted provider agencies to begin the certification process; those interested in adoption are explained they first						
must become a certified foster parent before they are able to become an adoptive parent. These inquiries are entered into the WISH database – a historical informational depository maintained by PSR to ease tracking.						
In addition to recruitment, PSR also provides operational support to the foster care agency partners to develop enhanced recruitment strategies and strengthen the available pool of families already licensed to foster and/or adopt children in need of a family in NYC. PSR coordinates annual events, such as the NFCAM Reception and Seminar, for foster parent support and other technical assistance. The unit also works with multiple community partnerships to strengthen their work around recruiting foster families for children and youth in their communities, as well as providing supportive networks to the foster/adoptive families willing to care for children and youth in a family-based setting.						
PSR is also responsible in collecting data from all of the provider agencies recruitment efforts, certification process, annual foster parent re-certifications, and other important information needed by the administration.						
HAFH is a multi-faceted intensive initiative to improve the recruitment, training, support, and retention of caregivers in New York City. The HAFH team conducts data analysis and target setting to inform ACS of placement progress and recruitment needs of the system. Workshops, training and tools are created for all agencies in order to help sustain best practices in their recruitment efforts. Intensive coaching at different levels of technical assistance are provided to individual agencies within a specific time frame. Convenings are held in order to share best practices among innovation agencies and promote a peer to peer component. The HAFH teams works closely with the PSR unit in order to ensure continuity of the work.						



Program	Contact	Telephone No.	E-mail		
Permanency Monitoring Unit (FKA: Adoption Permanency Monitoring Unit)	Kim Halpern	212-442-0643	Kim.Halpern@acs.nyc.gov		
The Permanency Monitoring Unit works with our foster care agencies and other key stakeholders to identify specific cases and agency trends in case practice that pose challenges to adoption and KinGAP finalizations. Technical assistance is provided to help identify and address those barriers impeding the process. Along with the provider agencies, the unit partners with attorneys, family court, OCFS and ACS departments to assist in achieving adoption and KinGAP permanency.					
Person In Need of Supervision-PINS filing	Patricia Bassy	212-513-0343	Patricia.Bassy@acs.nyc.gov		
Filing extensions on placement for youth on a PINS petition and D-delinquency cases. Ensuring agency provides comprehensive status report for extensions.					
Placement Administration,	Andrew Mandel	212-442-2124	Andrew.Mandel@acs.nyc.gov		
Office of (OPA)	David Chambers	646-935-1484	David.Chambers@acs.nyc.gov		
	OPA/Hotline Intake	212-966-8000			
The Office of Placement Adminis foster care.	tration is responsible for	identifying timely	and appropriate placements for children in		
 The Office of Placement Administration (OPA) is identified as the sole source of referrals for foster care placement of children placed or remanded to the case and custody of ACS. OPA seeks placement for children in all five boroughs of New York City. For all other inquiries: <u>OPAPlacementModuleReferralIssues@acs.nyc.gov</u> 					
Post Adoption	Yvette Norman-Godreau	212-341-2832	Yvette.NormanGodreau@acs.nyc.gov		
The Post Adoption Unit reviews/processes Post Adoption subsidy application for change of payees, in the event of Adoptive Parent(s) /guardian passes away and for post adoption upgrade requests; Process suspensions/Lift of subsidy payments; Completes Interstate Compact Adoption Medical Assistance for adoptive children outside the New York area and provides Title IV-E eligibility verifications. The Post Adoption Advocacy Unit focuses on the resolution of concerns/issues of the post adoption families and children through outreach and referrals for services.					
Presumptive Budget Letter Requests	Shamika Perkins	212-341-2806	Shamika.Perkins@acs.nyc.gov		
Presumptive Budget Letter Requests . Many of our Youth between the ages of 18 and 21 are applying for NYCHA or NY/NYIII housing but they do not have a source of income in order for their applications to be processed. HRA will provide ACS with a Presumptive Budget Letter to use that states what the youth would receive if he or she were to apply for public assistance. NYCHA and NY/NYIII are willing to accept this presumptive budget letter as a proposed source of income so that the housing application can move forward. The Presumptive Budget Letter is not an application for public assistance. Once the housing has been offered to the youth, and the youth has accepted the apartment, the youth must apply for public assistance if he or she is not working.					



Program	Contact	Telephone No.	E-mail		
Preventive Technical	Juliet Smith	For assistance	For all inquiries contact:		
Assistance, Office of	ounce onnen	contact the	r of all inquiries contact.		
(OPTA)		helpline at:	General Inquiries		
		1	OPTA@acs.nyc.gov		
		212-676-7667,			
		or email	Day Program request and inquiries email: DayProgramrequests@acs.nyc.gov		
			Interpretation services: OPTA@acs.nyc.gov		
			Childcare Services: DPS_OPTA.ChildcareReferral@acs.nyc.gov		
			DHS: PPRS-DHS@acs.nyc.gov		
			Service Termination Conference: acs.sm.DPS.STCOPTA		
			STCCaseConcerns@acs.nyc.gov		
The OPTA teams are available to answers calls five days a week (9am-5pm) from both Children's Services and provider agency staff to identify community-based resources for families, both within and outside the child welfare system. The OPTA teams also answer questions regarding Preventive Services available throughout the 5 boroughs.					
Re-Entry	Fayette Bennett	212-341-3239	Fayette.Bennett@acs.nyc.gov		
	Radashaday Hubbard	212-442-0644	Radashaday.Hubbard@acs.nyc.gov		
Facilitates Re-Entry conferences with youth between the ages of 18-20 who meet the criteria to reenter foster care. Prepares a social worker assessment for Deputy Commissioner so that a decision can be made in reference to youth reentering or not reentering foster care. Follow-up and trouble shoot all reentry concerns: Like opening cases in Connections, working closely with FCLS Compliance Attorney to ensure that FCLS obtains necessary assessment for OTSC to be filed.					
Residential Care Related Issues	Sabine Chery	212-676-7025	Sabine.Chery@acs.nyc.gov Mailbox: OlderYouthSupport@acs.nyc.gov		
Assisting with high level issues at the residential programs to formulate plan with the Provider Agencies and key stakeholders. Discussing concerns at residential programs and providing support for youth and agency as needed. Collaborating with other internal and external partners to support such high-level issues.					
SCR-Emergency Kinship	Deborah Brooks	212-442-0793	Deborah. Brooks@acs.nyc.gov		
Resources		11- 0790			
SCR -local (5 boroughs) Clearance for Emergency Kinship Placements - ACS can provide a local clearance if an agency needs to do an emergency clearance of a kinship resourced for purposes of placing a child in the home. The clearance can only be completed on a resource who resides in one of the 5 boroughs. The agency must follow-up with a statewide clearance request to OCFS to obtain a clearance letter. Unit cannot clear someone who resides in another state or has a service history in another county outside of the 5 boroughs.					
Shared Response, Office of (OSR)	Fatima Robinson	212-676-7323 O 646-957-7840 C	Fatima.Robinson@acs.nyc.gov		
	Neil Freedman	212-676-9271 O	Neil.Freedman@acs.nyc.gov		
The Office of Shared Response (OSR) is within the Division of Family Permanency Services (FPS); under the Provider Agency Collaboration and Engagement (PACE) unit. OSR is responsible for assessing and responding to critical incidents, fatalities, high-profile and media cases involving children and youth in foster care. OSR provides technical support, guidance and resources to foster care agencies to ensure all children and youth in foster care receive the best child welfare outcomes and quality of care. OSR provides technical assistance to Foster Care Provider Agencies to ensure that systems, problems, and inquiries receive helpful and effective responses. In addition, OSR maintains the Business Process Guide, which summarizes policies and procedures and outlines the roles and responsibilities of Foster Care Provider Agencies and NYC Children's Services.					
 Immediately submit all critical incidents to OSR's notification mailbox: acs.sm.FPS.Incident.Forms (<u>acs.sm.Incident.Forms@acs.nyc.gov</u>) 					
 acs.sm.FPS.Incident.Forms (<u>acs.sm.incident.Forms(@acs.nyc.gov</u>) Be sure to cc: Executive Director, Fatima Robinson 					
 Desure to cc. Executive Director, Fatina Robinson Require to ca: The assigned OSP Director: Janet Dawcodi Alicia Docks. Ethan Leichter, Miranda Sector. 					

• Be sure to cc: The assigned OSR Director: Janet Dawoodi, Alicia Rooks, Ethan Leichter, Miranda Seaton, Dorothea Nicholas or Zarlia Arazy



Program	Contact	Telephone No.	E-mail			
Special Investigations, Office of (OSI)	Maryann Ponton, Asst. Commissioner	212-442-6737	Maryann.Ponton@acs.nyc.gov			
	Donett Huggins, Administrative Deputy	212-442-7776	Donett.Huggins@acs.nyc.gov			
OSI is an office within NYC ACS Division of Child Protection that conducts investigations of child abuse and maltreatment of children residing in foster care. This includes cases involving teen parents (who are in foster) as well as foster parents' own children. OSI also investigates allegations of child abuse and maltreatment against ACS' employees concerning their own children as well as child abuse and maltreatment involving children in non- residential day care settings.						
Specialized Care Unit (SCU)	Rosalind Hay-Stevens	212-676-6714	Rosalind.Hay-Stevens@acs.nyc.gov			
	Andrew Mandel	212-442-2124	Andrew.Mandel@acs.nyc.gov			
Maintains case planning and management for children in foster care with special needs who are residing in a long term and/or permanent clinical treatment setting, including facilities operated by the Office of Persons with Developmental Disabilities (OPWDD) and the Office of Mental Health (OMH).						
Supervision Until 21 (SUP21)	Sophonie Taylor	212-676-6997	Sophonie.Taylor@acs.nyc.gov			
	Stephanie Alston	212-341-3349	Stephanie.Alston@acs.nyc.gov			
	Uwaila Alonge	212-341-2915	Uwaila.Alonge@acs.nyc.gov			
			Mailbox: OlderYouthSupport@acs.nyc.gov			
discharging from foster are automatically eligible to participate though Supervision Until 21 remains a voluntary service. All APPLA youth can opt in or out at any time while remaining eligible for this supportive monitoring until their 21 st birthday. Supervision Until 21 monitors (ACS) complete a six-month supervision until 21 checklist which documents general well-being (every 6 months) until the participating youth reaches 21. Monthly contacts / outreach is conducted via telephone and/or face to face. Youth final discharged from foster care eligible for SUP21 include those who are in the military, married and residing outside of New York state.						
Supplemental Security Income	Beth Nitzberg	212-676-9041	Beth.Nitzberg@acs.nyc.gov			
(SSI) Advocacy Program	Tracy Zimmerman	212-676-8836 718-614-8913	Tracy.Zimmeman@acs.nyc.gov			
The Administration for Children's Services has contracted with the Public Consulting Group (PCG) to provide Supplemental Security Income (SSI) /Title II Identification and Enrollment services for children and youth in care. SSI /Title II benefits are useful resources which assist ACS in off setting the cost of care and subsequently provide on-going economic security for youth and children upon final discharge from foster care. In addition, the identification and enrollment work being undertaken by PCG will strengthen agency compliance with the federal Social Security Administration (SSA) rules and regulations.						
Systems Support Office (SSO)	Sydney McSweeney, Executive Director Financial Services		SSO-SMP Application: https://www1.nyc.gov/site/acs/about/appli cations-for-authorized-users.page)			
			Request Access to SSO-SMP: SSO-SMP@acs.nyc.gov			
SSO manages the SSPS/RECON reconciliation process which is impacted by the Connections Placement Module and the Pending Activities Grid. The SSO-SMP application should be used as the single point of outreach to SSO for resolving case related system issues pertaining to CNNX, WMS and Activities (<u>https://www1.nyc.gov/site/acs/about/applications-for-authorized-users.page</u>). To request access to the SSO-SMP application providers must reach out to <u>SSO-SMP@acs.nyc.gov</u> .						



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Program	Contact	Telephone No.	E-mail		
Technical Assistance and Support, Office of (OTAS)	Ina Mendez	212-341-0387	Ina.Mendez@acs.nyc.gov		
The newly developed Office of Technical Assistance and Support (OTAS) provides technical assistance services to ACS' contracted foster care provider agencies to better achieve positive safety, well-being, and permanency outcomes for children in foster care and families. The Office is responsible for developing and implementing a new approach to providing program-level technical assistance that responds to macro-level practice challenges and systemic barriers to performance and enhances the capacity of provider agencies to deliver comprehensive and robust services that meet the needs of children and families and align with the provider agencies' performance goals.					
Teen Specialist Unit (TSU)	James Brock Harris	212-676-7500	JamesBrock.Harris@acs.nyc.gov Mailbox: acs.sm.tsu@acs.nyc.gov		
The Teen Specialist Unit (TSU) partners with external experts, professionals and internal cross-divisional partners to promote services that will develop and enhance parenting capacity for expectant and parenting teens involved in our child welfare system as well as the well-being of their children. The goal of the unit is to reduce subsequent teen pregnancy rates and decrease reports of child abuse and neglect allegations when there are no clear safety concerns. TSU staff provides support to expectant and parenting teens at Family Team Conferences, works to build providers' expertise in youth and family engagement; as well as providing useful toolkits, workbooks, training materials and linkages to community base services. Promoting fatherhood inclusion and working with fathers around workforce, education and health.					
Vital Records	Sheryl Watson	212-676-6639	Sheryl.Watson@acs.nyc.gov		
			Birth.request@acs.nyc.gov		
			ssncards@acs.nyc.gov		
death certificates and social security cards for children in foster care. If the child is born outside of the city, the provider agency can send an e-mail to the birth certificate e-mail address detailing child's DOB and place of birth and the unit will provide information on specific documents and costs for the birth certificate and assist in obtaining the birth certificate from the other jurisdiction. Additionally, Foundling, Corrections and Delayed birth certificates are processed by this unit. To request a social security card for a youth in foster care, provider agency should send an e-mail to the social security e-mail address. Unit also processes child care referral forms for working foster parents who need child care for a child placed in their home. Both foster parents must be working if it is a 2-parent foster home. Exceptions to policy can be requested if medical documentation is submitted to support why the foster parent is not working, but still needs child care.					
Voucher Enrollment Unit (VEU)	Devon Gayle, Executive Director	212-393-5060	Devon.Gayle@acs.nyc.gov		
The Special Referral Unit, receives the referrals from FPS and places the request for a childcare voucher. Carla H. Crawley, Executive Director, SRU, works closely with the Voucher Enrollment Unit which Devon Gayle, oversees. VEU (which is under the Child and Family Well Being Division) is responsible for all childcare voucher enrollments for children 6 weeks up until 13 years of age. If the child is determined to have special needs, the child may be eligible for childcare up to 18 years of age.					
Families should send their completed vouchers or request transfer vouchers to either the SRU (Special Referral Unit) or the Voucher Enrollment Unit (VEU) as follows:					
SRU Mailbox: <u>CFWB.SRU.Voucher@acs.nyc.gov</u> VEU Mailbox: <u>VEU@acs.nyc.gov</u>					
Wendy's Wonderful Kids (WWK)	Edwin Medina Tawanna Randolph	212-341-3344 212-341-3425	Edwin.Medina@acs.nyc.gov Tawanna.Randolph@acs.nyc.gov		
The Wendy's Wonderful Kids is a program that executes proactive child-focused recruitment strategies that focus exclusively on moving America's longest-waiting children from foster into adoptive homes. The strategies include developing relationships with children, diligently searching for families to adopt, building custom recruitment plans for each child, and preparing everyone for an adoption to ensure a family is formed forever. Every child deserves to live in a safe, loving and permanent family. No child should linger in foster care or leave the system at age 18 without a permanent family of his or her own. Unadoptable is unacceptable.					
Please send your referrals to the following address: <u>WWK.Referral.Notification@acs.nyc.gov</u>					