

ACS RESOURCES FOR FOSTER CARE PROVIDERS

Program	Contact	Telephone No.	E-mail
Adoption Permanency Monitoring Unit	Kim Halpern	212-442-0643	Kim.Halpern@acs.nyc.gov
<p>The Adoption Permanency Monitoring Unit works closely with our foster care agencies and other key stakeholders to identify specific cases and agency trends in case practice that pose challenges to adoption finalizations. Technical assistance is provided, when necessary, to assist and address those barriers impeding the process. Every quarter, a spreadsheet of current freed children with a goal of adoption is provided to the agencies to focus efforts on moving these children to permanency. Along with the provider agencies and courts. The unit partners with the state to achieve adoption permanency.</p>			
Adoption and KinGAP Support Services	Tinnaddine Turner	212-341-8978	Tinnaddine.Turner@acs.nyc.gov
<p>Adoption & KinGAP Support Services (AKSS) is dedicated to increased rates of permanency and reduced lengths of stay for children in foster care, as well as the provision of post adoption assistance. AKSS works cross-divisionally with other ACS programs to ensure collaborative efforts with stakeholders such as provider agency staff, adoptive youth, adoptive parents, FCLS and adoption attorneys, Family Court and the Office of Children and Family Services (OCFS) in working toward achieving and sustaining permanency. Under Adoption and KinGAP Support Services there are four functional areas: Adoption Subsidy Unit, Adoption Permanency Monitoring Unit, Kinship Guardianship Assistance Program (KinGAP) and Post Adoption Program. Additionally, as a recruitment resource for children in need of an adoptive resource, AKSS oversees the Wednesday's Child Program. The program is funded by a private grant through the Dave Thomas Foundation for Adoption.</p>			
Adoption Subsidy	Jessica Castro	212-341-2731	Jessica.Castro@acs.nyc.gov
<p>The Adoption Subsidy Unit is responsible for receiving and reviewing subsidy requests from prospective adoptive parents to ensure they meet the requirements for Adoption Subsidy. Applications are forwarded from the contract agency when the termination of rights have been filed or the child is freed for adoption and adoptively placed. Once all documents are received, ASRU reviews for subsidy eligibility and Title IV-E eligibility. If subsidy is approved, ASRU supervisor signs off and forwards to NYSOCFS for approval.</p>			
APPLA & Monitoring Unit	Jorge E. Pastor	212- 341-3189	Jorge.Pastor@acs.nyc.gov
<p>Monitors Preparing Youth for Adulthood (PYA) submission compliance. Randomly reviews and assesses selected PYA plans (In-Care, Discharge and Supervision Until 21 checklists) completed by provider agencies for young people between the ages of 17-21. The documenting services reviewed include: Discharge Planning; Housing; Health/Health Insurance; Educational/Vocational Opportunities; Employment Opportunities; Opportunities for Adult Permanency Resources; Continuing Support System; and Vital Documents. The Unit meets on a quarterly basis with the provider agency community to review findings, provide technical assistance to improve positive outcomes for APPLA + youth transitioning to self-care.</p>			
Bridges to Health (B2H)	Tracy-Ann Johnson-Samuels	212-676-7192	Tracy-Ann.Johnson-Samuels@acs.nyc.gov B2H mailbox: www.nyc.gov/acs/b2h
<p>The Bridges to Health(B2H) is a Home and Community based Medicaid waiver program that provides opportunities for improving the health and well-being of children in foster care or community services supervision.</p> <p>The purpose of the B2H program is to avoid, delay or prevent medical institutional care and provide enhanced services to children with disabilities. B2H services are provided to the child, family and caregivers in the foster home or community setting.</p> <p>B2H consist of three waivers – Serious Emotional Disturbances (SED), Developmental Disabilities (DD) and/or Medical Fragility (MedF)- designed to provide community-based health care services and supports to children in foster care or DJJOY community services supervision and to those children discharge from foster care or DJJOY. The services follow a child after discharge from foster care if otherwise eligible up to age 21.</p>			
Child Care Referrals	Sheryl Watson	212-676-7286	Sheryl.Watson@acs.nyc.gov
<p>The unit works with the foster care agencies to submit referrals to Early Childcare and Education (ECE) for children in care when the foster parent is working. There is a simple form that captures the pertinent information needed by ECE to find a placement for a child 3 years old or younger. Children 4 and older are captured by universal pre-K services.</p>			
Child Trafficking Prevention and Policy	Selina Higgins	212-341-2794	Selina.Higgins@acs.nyc.gov
<p>Coordinates all aspects of ACS' policy and practice concerning children involved in human trafficking and commercial sexual exploitation, including prevention, identification, and service provision. The office also administrates grants received by ACS for work with commercially sexually exploited children, develops and implements training on child trafficking, and provides guidance and resource referrals to ACS staff working with trafficked and/or exploited children.</p>			

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Child & Youth Initiatives	Meka Nurse	212-676-9356	Meka.Nurse@acs.nyc.gov ChildandYouthInitiatives@acs.nyc.gov
<p>Office of Child and Youth Initiatives (OCYI), explores new initiatives and programs in the areas of employment, housing, health and education as options to support Family Permanency Services in creating permanency in the life of youth in care and ACS' mission of ensuring the safety, well-being and permanency of all children receiving services. OCYI does this by identifying issues related to foster care youth and juvenile justice and working with other city government agencies, community-based organizations, private and public sector, and policy makers to seek solutions and programming.</p>			
Connections Mailboxes System Implementation Program Office (SIPO)	Nicole McKnight	212-676-6409	Nicole.McKnight@acs.nyc.gov acs.sm.cnnx.b18cases.cps@acs.nyc.gov acs.sm.cnnx.b18cases.prev@acs.nyc.gov acs.sm.cnnx.b18cases.fostercare@acs.nyc.gov
<p>In addition to the Communications Center, which is the single point of contact for resolving problems and concerns around systems and policy and procedural issues related to Connections; SSO also facilitates the transfer of case management to the DCP borough Applications Office Unit once we are notified of the court's decision.</p>			
Crossover Youth Practice Model- CYPM-Youth Justice (Detention & Corrections)	Patricia Bassy	212-513-0343	Patricia.Bassy@acs.nyc.gov
<p>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.</p>			
Developmental Disabilities Unit	Yolanda Dillard, Director	212-442-2081	Yolanda.Dillard@acs.nyc.gov
<p>The ACS 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's daily outreach to foster care case planners, preventive agencies and CPS workers offers case specific consultation, training on developmental disabilities, linkage to local community resources and services. We also provide free psychological testing to children in foster care suspected of having a developmental disability. The DD unit is the point of access for referral for state OPWDD services and maintains the ACS/OPWDD Waitlist.</p>			
Diligent Search Unit	Michelle Acevedo, DSU Supervisor	212-227-5777	michelle.acevedo@acs.nyc.gov Diligent search requests should be submitted through the DSU mailbox: acsdsu@acs.nyc.gov Electronic request forms are available from agency liaisons or by contacting the DSU mailbox.
<p>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.</p>			
Domestic Violence Practice, Policy & Support (DVPP)	Indira Ramsaroop, Senior Policy Analyst Denise Walden Greene, Senior Policy Analyst	212-341-8956 212-341-8964	Brahaspa.Ramsaroop@acs.nyc.gov Denise.WaldenGreene@acs.nyc.gov
<p>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.</p>			
Educational Training Vouchers	Phyllis Brodsky	212-341-3318	Phyllis.Brodsky@acs.nyc.gov
<p>Is a federally funded program which provides youth attending college or a certified training program with up to \$5000 per year. These funds, available up until the young person's 23rd birthday, can be used to help pay for tuition, student fees, room and board, books, supplies, etc. Youth must be between the ages 17-20 when they first apply. Go to www.fc2sprograms.org for eligibility requirements and to apply.</p>			

ACS RESOURCES FOR FOSTER CARE PROVIDERS

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Education Support and Policy Planning, Office of (OESPP)	Kathleen Hoskins	212-453-9918	Education.Unit@acs.nyc.gov
<p>The Office of Education Support and Policy Planning (OESPP) assists and supports administrative and casework staff on all educational matters for children between the ages of birth to 21 who are accessing services through the Administration for Children's Services (ACS). The children can be the subject of an active child protective investigation, receiving preventive services, in foster care, or transitioning out of the juvenile justice system. The office addresses early childhood education to post-secondary education, with an expertise in issues relating to special education, alternative school placements, and college preparation.</p>			
Emergency Education Fund	Phyllis Brodsky	212-341-3318	Phyllis.Brodsky@acs.nyc.gov
<p>The Charles Evans Emergency Education Fund was created by New Yorkers For Children to help students who were formerly involved in the foster care system in New York City, ages 21-25 to assist towards completion of their studies or educational endeavors. The fund provides one-time emergency financial assistance to full or part-time college students who are faced with an unexpected financial emergency. The Education Coordinator works closely with the young people to determine if this is indeed their one-time emergency, or brainstorm other possible avenues, if available. Go to www.newyorkersforchildren.org to access the application.</p>			
Exception to Policy (ETP's) Follow-up	Kathleen Owens	212-676-7397	Kathleen.Owens@acs.nyc.gov
<p>Reviews requests from provider agencies for Exceptions to Policy for youth transitioning to adulthood, College Room and Board Exceptional Payments for 21+youth attending college, Non-safety Foster Boarding Home Exceptions to Policy and court-ordered exceptional payments for issues not included in the Special Payment Bulletin.</p>			
Family Team Conferencing Continuum	Beverly Ali	212-289-4209	Beverly.Ali@acs.nyc.gov
<p>Engages family and stakeholders (foster parents, adoptive parents, child/youth, professionals and others) in making quality decisions related to child safety, placement (stability), well-being and permanency. ACS facilitates goal change, placement preservation and Trial Discharge conferences. Conferencing Managers can provide support and technical assistance to the provider agencies.</p>			
Family Visiting/CHIPP	Andy Mandel	212-442-2124	Andrew.Mandel@acs.nyc.gov
<ul style="list-style-type: none"> • Family Visiting Unit provides training and technical assistance to improve policy and practice in the area of family visiting to provider agency staff, ACS staff, and other child welfare professionals. In addition, the Family Visiting Unit offers Visit Coaching training (supportive interactive model that empowers parents to have quality visits). • Children of Incarcerated Parents Program (CHIPP) offers services, resources, and technical assistance to children, families, and service professionals in the child welfare and criminal justice systems in order to improve the experience of children and families involved with both systems. CHIPP works closely with foster care providers, ACS divisions, criminal justice departments, NYC Department of Corrections, State and Federal correctional facilities and other agencies and organizations, serving as a resource and liaison, facilitating communication, coordinating efforts, and forging partnerships. 			
Home Attendant Services	Martha Boomer, Director	212-676-6816	<p>A) Submit all documents to ACS Preventative Services Home Care Liaison.</p> <p>Telephone: 212-676-6816</p> <p>Fax: 212-676-9402</p> <p>Original M11Qs must be submitted with the package within 10 days of the date of examination.</p>
<p>ACS, in conjunction with NYC Human Resources Administration offers Home Attendant Services to Medicaid eligible individuals who are incapacitated and might be institutionalized. Home Attendant Services provide personal care to adults and children whose personal care tasks can't be completely met by family due to medical needs.</p>			

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Homemaking Services	Martha Boomer, Director	212- 676-6800	<p>A) Submit all documents to ACS Preventative Services Home Care Liaison.</p> <p>Telephone: 212-676-6816</p> <p>Fax: 212-676-9402</p> <p>Original M11Qs must be submitted with the package within 10 days of the date of examination to complete the processing of the service request.</p> <p>martha.boomer@acs.nyc.gov</p>
<p>Homemaking Services are used temporarily when stress prevents primary caretakers from contributing to the 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 to neglect or abuse. The homemaker provides services to the entire family.</p>			
Housing Academy Collaborative (HAC)	Paul Williams	212-676-6779	Paul.Williams@acs.nyc.gov
<p>Housing Academy Collaborative (HAC) was created in March of 2013 with two goals: to better prepare young adults to maintain long-term possession of NYCHA, and to help them obtain supportive housing when they transition from foster care. In addition, HAC provides one-on-one technical assistance in key areas of education, employment and medical/mental health. HAC collaborates with provider agency staff on youth preparedness services.</p>			
Housing Support and Services (HSS)	Judi Trotter	212-341-3419	Judi.Trotter@acs.nyc.gov
<p>Housing Support and Services is responsible for administering various housing services to families reunifying from foster care placement and families receiving contracted mandated preventive services to prevent their child(ren) from entering into the foster care system. Families reunifying from foster care are eligible to receive a priority housing status when applying for a NYCHA Public Housing apartment through the HSS unit. Reunifying families and families receiving contracted mandated preventive services are eligible for the ACS Housing Subsidy Program. The primary purpose of the ACS Housing Subsidy, which is calculated in part on the client's monthly rent charge, is to provide a time limit, financial supplement up-to \$300.00 monthly towards NYC market rate housing that lasts for a period up to 3 years or \$10,800, whichever comes first. The subsidy program provides for two special grants, each up to \$1800.00. One grant can be used towards rent or mortgage arrears and the other grant can be used towards costs associated with establishing an apartment; for foster care cases only, this special grant can also be utilized to purchase essential furniture.</p>			
Immigrant Services	Colleen A. Duffy, Immigrant Services Coordinator	917-551-7961	Colleen.Duffy@acs.nyc.gov
<p>ACS Immigrant Services provides:</p> <ul style="list-style-type: none"> • training and technical assistance on the ACS Policy and Procedure on Special Immigrant Juvenile Status and Immigration Services (which requires all foster care providers to screen foster youth for immigration legal needs, make appropriate referrals, and assist with certain aspects of cases) and other questions related to working with immigrant youth and families; • information about (1) immigration legal services referrals for family members of foster youth and (2) other outside resources for immigrant youth and families; and • U nonimmigrant status certifications for victims of domestic violence and other crimes who assist ACS with child protective investigations. 			
Independent Review	Antoinette Wyatt Fayette Bennett	212-341-0734 212-341-3239	Antoinette.Wyatt@acs.nyc.gov Fayette.Bennett@acs.nyc.gov
<p>Family Permanency Services-Provider Agency Collaboration and Engagement (FPS-PACE) is responsible for conducting Independent Reviews requested by Foster Parent(s). The New York State Regulations state the primary concern of the Independent Review is to determine if the removal of the child/(ren) was justified. The decision to remove or return a foster child/(ren) should be supported with considerations as to what is in the child/(ren)'s best interest. In some cases, decisions are made to support the agency, despite clear indications that removal was not warranted. In attempting to determine the justification for the removal and what is in the best interest of the child/(ren), the Independent Review Specialist considers many factors, including Safety & Risk Factors that exists.</p>			

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Interjurisdictional Placement (ICPC)	Carline Demaso	212-676-6897	Carline.Demaso@acs.nyc.gov
<p>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.</p> <p>It processes requests from other jurisdictions for courtesy visits, home studies and supervision of resources that reside in New York City.</p> <p>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.</p>			
Intensive Preventive Aftercare Services for Child Welfare (IPAS-CW Unit)	Maria Vilme	212-341-0718	Maria.Vilme@acs.nyc.gov
<p>IPAS-CW Unit - Intensive Preventive Aftercare Services (IPAS) for Child Welfare (CW) provides technical assistance in support of achieving permanency in a timely manner for youth in residential care. The IPAS-CW team collaborates with residential provider agencies on resolving barriers to discharge, reducing length of stay, promoting movement within the child welfare continuum, and facilitating reunification by identifying appropriate community-based aftercare plans to include referrals to the most conducive Evidence-Based Model (EBM). EBM treatment such as Functional Family Therapy, Functional Family Therapy for Child Welfare, Brief Strategic Family Therapy, and Multisystemic Therapy for Substance Abuse can be offer to support youth ages 9-17 who have returned to their permanent adult connection on a trial discharge.</p>			
KinGAP Support Services (KinGAP)	Tinaddine Turner Bryan Hayes Jayme Steadman	212-341-8978 212-442-2214 212-513-0927	Tinaddine.Turner@acs.nyc.gov Bryan.Hayes@acs.nyc.gov Jayme.Steadman@acs.nyc.gov
<p>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.</p>			
LGBTQ Policy & Practice	Jamie Madden	212-341-3128	Jaime.Madden@acs.nyc.gov
<p>Established in 2012, the Office of LGBTQ Policy & Practice at the New York City Administration for Children's Services works to improve overall outcomes for LGBTQ children, young people, and adults involved with the child welfare and juvenile justice systems. The Office is charged with carrying out the agency's vision of creating an environment where all young people—including LGBTQ young people—are respected, affirmed, and empowered to thrive into healthy and happy adults. In order to realize this vision, the LGBTQ Office implements the agency's LGBTQ Policy & translates it into everyday best practices by taking the following actions:</p> <ul style="list-style-type: none"> • Engage with key stakeholders to inform approach • Craft policies to enshrine best practices • Design training & coaching strategies to set stakeholders up for success • Collect LGBTQ data to build evidence and measure progress • Innovate programs, technical assistance & resources to address emerging issues 			
Medicaid Transition Unit	Sandra Smith	212-442-5501 212-442-5500	Sandra.Smith@acs.nyc.gov
<p>The Medicaid unit provides children who are final discharged from foster care with transitional Medicaid or community Medicaid depending on the age of final discharge of the child. Additionally, we activate community Medicaid and recertify Medicaid for adopted and guardianship children every year until the age of 18 or 21 years old depending on if they are basic, special or exceptional children. Also the Medicaid Unit trouble shoot Medicaid issues for children who are in foster care and also enter codes in the system so providers will be paid by Medicaid for the services they provide for the foster children.</p>			
Mental Health Clinical Practice, Policy & Support	Nancy Chapman, Senior Mental Health Policy Analyst	212-442-8567	Nancy.Chapman@acs.nyc.gov
<p>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 Pre-Admission Certification Committee (PACC) review meetings and provides technical assistance for this process.</p>			

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Mental Health Coordination Unit (MHCU)	Gita Thadhani, Director	212-341-2671 MHCU Hotline: 212-374-MHTA (6482)	Gitanjali.Thadhani@acs.nyc.gov mentalhealth.ta@acs.nyc.gov
<p>The Mental Health Coordination Unit (MHCU) is responsible to track psychiatrically hospitalized children in foster care and provide mental health technical assistance to case planners as requested. The three criteria for MHCU eligibility are: A child is in ACS Custody, under age 18, and is admitted to an acute psychiatric inpatient unit (not an Emergency Room, Children's Comprehensive Psychiatric Emergency Program, Extended Observation Bed, State hospital, or 21-day Crisis Respite Program). MHCU must be notified of acute inpatient psychiatric admissions and discharges within 24 hours. We work closely with case planning teams, acute hospitals that have inpatient child and adolescent psychiatric units, and OMH.</p>			
Missing Children's Outreach Unit (MCOU)	Gregory Weir	212-676-6532	Gregory.Weir@acs.nyc.gov
<p>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.</p>			
Office of Advocacy	Michael Arsham	917-551-7967	Michael.Arsham@acs.nyc.gov
<p>The Office of Advocacy is a unit within ACS that responds to the concerns of parents, youth, foster parents, and the general public about child welfare cases. We share constituent concerns with ACS leadership, and alert the administration to new and recurring issues and problems.</p>			
Office of Child and Family Health (OCFH) <i>*=Part of Department</i>	Ursulina Bencosme, MD (until position filled)	212-676-6814	Ursulina.Bencosme@acs.nyc.gov
<p>* The Office of Child & Family Health (OCFH) delivers direct medical services to children entering foster care, offers individual case consultations and training to ACS staff and foster care agencies on a variety of health-related topics, conducts research and provides clinical expertise in developing health and mental health policies and practices that relate to child welfare and child care, and monitors foster care agencies to ensure their compliance with these policies and practices.</p>			
* Children with Special and Exceptional Needs Unit (CSEN) / Medical Audit Unit	Ursulina Bencosme, MD (until position filled)	212-676-6814	Ursulina.Bencosme@acs.nyc.gov
<p>* The CSEN Unit assists foster care agencies and foster care parents to obtain reimbursement rates for children who have heightened physical and/or mental health needs. It reviews for approval special and exceptional rate requests that agencies submit, taking into account the child's medical, psychiatric, psychological or behavioral condition. Unit headcount: consists of three reviewers one social worker, two nurses (one contract & 1 full time staff), and two Child Welfare Specialist Supervisors.</p> <p>* The Medical Audit Unit reviews foster care medical records to ensure compliance with the established health standards for children in foster care. It evaluates the medical operations of the agencies to determine compliance with all federal, state, and city regulations and guidelines. It writes reports based on findings during the review process, assures corrective action plans are implemented within acceptable time frames, and re-evaluates agencies to determine if implemented corrective actions provided the required improvement.</p>			
* Medical Consent Unit	Nonceba Lubanga	212-341-2765	Nonceba.Lubanga@acs.nyc.gov
<p>* The Medical Consent Unit works closely with the foster care agencies, DCP, and the ACS Office of General Counsel to ensure children placed under Article 10 receive essential medical treatment when biological parents disagree, or are unable or unwilling to provide consent. It determines whether the proposed treatment is medically appropriate, submits the application package recommendations to FCLS who determine the appropriateness of the final decision on parental override, reviews applications requesting transfer of medically fragile children to skilled nursing facilities.</p>			
* Pediatric AIDS (PAU)	Gennady Rozhavsky	212-676-7685	Gennady.Rozhavsky@acs.nyc.gov
<p>* The PAU offers technical assistance to foster care agencies with issues relating to HIV. It provides consents for HIV testing for Article 10 children, following ACS and state regulations, and tracks test results for the consents that it issues. It works as an intermediary between foster care agencies and the NY State DOH Wadsworth Center in securing Newborn Screening reports for the provider agencies, and tracks medical information all HIV-infected children and perinatally-exposed infants, including test reports, health status, and source of HIV-infection. The PAU delivers formal training and phone consultations to ACS and foster care agency staff on HIV risk assessment, testing and confidentiality. It also participates in the New York City HIV Planning Group (NYC HPG) meetings to assist in the city-wide effort at reducing HIV-infection and to ensure that HIV prevention strategies shared among foster care constituents are appropriate and based upon current best practice guidelines.</p>			

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Program	Contact	Telephone No.	E-mail
Office of Placement Services	Novena Riojas Duandie Martinez Tim Roche	646-935-1485 646-935-1533 646-935-1499	Novena.Riojas@acs.nyc.gov Duandie.Martinez@acs.nyc.gov Tim.Roche@acs.nyc.gov
The Office of Placement Services is responsible for identifying timely and appropriate placement for children in foster care. The children's center is a temporary place for children to reside while awaiting a longterm Placement.			
Preventive Technical Assistance Teams	Luisa Linares	212-676-8660	For all inquiries contact: OPTA@acs.nyc.gov
The Office of Preventive Technical Assistance Teams address case specific issues and concerns which may be identified by provider agencies. Team members collaborate with the Division of Quality Assurance to assist agencies in improving case practice through consultation and training. The team conducts record reviews when necessary in order to build capacity and/or respond to challenging practice issues faced by preventive providers. Technical Assistance Specialists are also available to participate in Family Team Conferences and support the preventive agencies by providing service linkages, referrals, consultation and plan development.			
Preventive Technical Assistance Resource Team Helpline	Luisa Linares	212-676-8660 For assistance contact the helpline at: 212-676-7667, or email	Luisa.Linares@acs.nyc.gov OPTA@acs.nyc.gov Day Program request and inquiries email: DayProgramrequests@acs.nyc.gov
The Resource Team 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. This team also expedites request for interpreter and Day Program Services. For additional resources please visit our provider agencies webpage at: www.nyc.gov/acs/about/resources.page			
Office of Special - Investigations-Corrective Action Monitoring Unit (CAMU)	Fabian Matthew	212-442-8202	Fabian.Matthew@acs.nyc.gov
CAMU (Corrective Action Monitoring Unit): 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.			
Office of Special Investigations (OSI)	Nicole Fluellen-Young Frances Carrero	212-442-6737 212-442-7776	Nicole.Fluellen-Young@acs.nyc.gov Frances.Carrero@acs.nyc.gov
OSI is an office within NYC ACS Division of Child Protection that conduct investigation of child abuse and mal treatment of children residing in foster care. This includes cases involving teen parents (who are in foster) as well as foster parent's own children. OSI also investigates cases of child neglect and mal treatment against ACS employee concerning their own children as well as child neglect and maltreatment involving children in non- residential day care setting.			
Office of Title IV-E Waiver Implementation and Monitoring	Ina Mendez	212-341-0387	Ina.Mendez@acs.nyc.gov
The Office of Title IV-E Waiver Implementation and Monitoring supports regular family foster care providers implement Child Success and Strong Families NYC, a Title IV-E Waiver Demonstration Project. The ChildSuccess NYC and Strong Families programs were created to provide intensive support to children, youth, families; enhance well-being; and expedite permanency. The models consist of four key interventions: Reduction in Caseloads and Supervisory Ratios, the Child and Adolescent Needs and Strengths (CANS-NY), and two evidenced based interventions. Child Success NYC agencies implement KEEP and Parenting Through Change. Strong Families NYC agencies implement Partnering for Success and Attachment and Bio behavioral Catchup. The Office of Title IV-E Waiver Implementation and Monitoring will assist foster care agencies with the implementation of Child Success and Strong Families NYC through the provision of ongoing support, technical assistance, and monitoring of each agency's overall compliance and adherence to intervention guidelines.			

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Program	Contact	Telephone No.	E-mail
Parent Support & Recruitment (PSR)	Roberto Roman Linda White Trevor John	212-676-7572 212-442-4194 212-341-0410	Roberto.Roman@acs.nyc.gov Linda.White@acs.nyc.gov Trevor.John@acs.nyc.gov
<p>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.</p> <p>Aside from the WISH Line, PSR also receives inquiries from New York City's 311, AdoptUsKids and Meet Our Kids, and Wednesday's Child 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.</p> <p>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.</p> <p>PSR is also responsible in collecting data from the all of the provider agencies recruitment efforts, certification process, annual foster parent re-certifications, and other important information needed by the administration.</p>			
Person In Need of Supervision-PINS filing	Patricia Bassy	212-513-0343	Patricia.Bassy@acs.nyc.gov
<p>Filing extensions on placement for youth on a PINS petition and D- delinquency cases. The Providers can contact this area to discuss filings and what is required to extend on a PINS and D-delinquency cases.</p>			
Post Adoption	Yvette Norman-Godreau	212-341-2832	Yvette.NormanGodreau@acs.nyc.gov
<p>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.</p>			
Presumptive Budget Letter Requests	Shamika Perkins	212-442-6790	Shamika.Perkins@acs.nyc.gov
<p>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.</p>			
Psychotropic Medications and Treatment Consent and Procedures Unit	Ursulina Bencosme, MD (until position filled)	212-676-6814	Ursulina.Bencosme@acs.nyc.gov
<p>Under the supervision of the Director of Oversight for psychotropic medications and with collaboration from the law unit, The Psychotropic Medication Unit handles overrides when parents are not in agreement, or are unable/unwilling to consent for psychotropic medications, and other mental health related service needs of children in foster care under Article 10 petitions.</p>			
Re-Entry	Linda Murrell Fayette Bennett	212-442-0694 212-341-3239	Linda.Murrell@acs.nyc.gov Fayette.Bennett@acs.nyc.gov
<p>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.</p>			
Residential Care Related Issues	Sabine Chery	212-676-7025	Sabine.Chery@acs.nyc.gov
<p>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.</p>			

ACS RESOURCES FOR FOSTER CARE PROVIDERS

Program	Contact	Telephone No.	E-mail
SCR Clearances –Adopt SCR-Emergency Kinship Resources	Iris Kaplan	212-676-9950	Iris.Kaplan@acs.nyc.gov
<p>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 state wide clearance request to OCFS to obtain a clearance letter.</p>			
Shared Response Team (SRT)	Steven Bieber Neil Freedman	212-676-7480 212-676-9271	Steven.Bieber@acs.nyc.gov Neil.Freedman@acs.nyc.gov
<p>Is responsible for both assessing and responding to fatalities, critical incidents, and high profile cases involving a child who is currently in foster care. Inquiries and concerns regarding these cases are brought to the attention of Children’s Services by the Mayor’s Office, the New York State Office of Children and Family Services (OCFS), other governmental agencies, provider agencies, clients and/or any other members in the community and require immediate attention. The Shared Response Team also provides technical assistance to provider agencies to ensure that systems, problems, and inquiries receive helpful and effective responses. In addition, the Shared Response Team maintains the Business Process Guide, which summarizes policies and procedures and outlines the roles and responsibilities of the provider agencies and Children’s Services.</p>			
Specialized Care Unit (SCU)	Edwina Ford Rosalind Hay-Stevens	212-676-6771 212-676-6714	Edwina.Ford@acs.nyc.gov Rosalind.Hay-Stevens@acs.nyc.gov
<p>Maintains case planning and management for children in foster care with special needs who have no siblings in foster care, and 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).</p>			
SSI Advocacy Program	Sherene Hassen, Assistant Director	212-676-9156	Sherene.Hassen@acs.nyc.gov
<p>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.</p>			
Substance Use Disorders	Shernet Neufville-Gray, Director	212-341-3134	Shernet.Neufville-gray@acs.nyc.gov
<p>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.</p>			
Supervision Until 21	Stephanie Alston	212-341-3349	Stephanie.Alston@acs.nyc.gov
<p>Supervision Until 21 - Res-Care Unit monitors the youth that are final discharge from foster care until age 21 with a goal of APPLA. The Youth Coordinators attend the final discharge FTCs and provides on-going support, resources and services as needed to youth who have left care prior to aging out of care. ACS completes the six month discharge checklist and makes monthly contact with the young person either face to face or by phone contact.</p>			
Teen Specialist Unit (TSU)	James Brock Harris Vicki Mitchell	212-676-7500 212-513-7765 Mailbox	JamesBrock.Harris@acs.nyc.gov Vicki.Mitchell@acs.nyc.gov acs.sm.tsu@acs.nyc.gov
<p>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.</p>			



ACS RESOURCES FOR FOSTER CARE PROVIDERS

Program	Contact	Telephone No.	E-mail
Vital Records	Iris Kaplan Sheryl Watson	212-676-9950 212-676-7286	Iris.Kaplan@acs.nyc.gov Sheryl.Watson@acs.nyc.gov
<p>Vital Records/Foster Care Child Care Referrals – The Unit assists the provider agencies in obtaining birth certificates, 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 unit 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. Unit also processes foundling birth certificates.</p>			
Wednesday’s Child	Sophia Brewer	212-676-8450	Sophia.Brewer@acs.nyc.gov
<p>Wednesday’s Child is a weekly segment of the news on WNBC Channel 4 that features a child or sibling group that needs an adoptive placement. The Wednesday’s Child program is a partnership between the Dave Thomas Foundation for Adoption, the Administration for Children’s Services, WNBC News Channel 4 and New Yorkers for Children.</p>			