



Office for People With Developmental Disabilities

KATHY HOCHUL
Governor

KERRI E. NEIFELD
Commissioner

ROGER BEARDEN, J.D.
Executive Deputy Commissioner

VIA USPS CERTIFIED MAIL & EMAIL

April 29, 2022

Mr. Luis Rodriguez, Executive Director
[REDACTED]

Ms. Mildred Allen, PhD, Board President
[REDACTED]

Dear Mr. Rodriguez and Ms. Allen:

The purpose of this letter is to formally notify you that Puerto Rican Family Institute, Inc. was placed on Early Alert effective April 29, 2022, due to significant compliance issues identified by the Bureau of Fiscal Reporting and Data Analysis.

To ensure that individuals with developmental disabilities in New York State receive appropriate services and protections, the Office for People with Developmental Disabilities (OPWDD) has established an internal Early Alert Committee. The purpose of the Early Alert process is to monitor the performance of a provider that has been unable to sustain compliance with applicable laws and regulations and/or has significant fiscal issues that may affect the health and safety of individuals receiving services. OPWDD has placed your agency on Early Alert due to the following concerns:

Puerto Rican Family Institute, Inc. has not submitted the required Consolidated Fiscal Report (CFR), and the accompanying Financial Statements, for the CFR period of July 1, 2020 – June 30, 2021. The CFR submittal deadline was December 1, 2021. As a result of the CFR submittal delinquency, a two percent penalty was imposed on your agency's OPWDD Medicaid revenue effective December 1, 2021, which will be replaced with a 50 percent penalty on your agency's OPWDD HCBS Waiver Service revenue effective August 1, 2022. The imposition of the 50 percent penalty was detailed in the February 14, 2022, correspondence to your agency.

Executive Office

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Puerto Rican Family Institute, Inc. has also not submitted the required Consolidated Fiscal Report (CFR) on a timely basis, which resulted in a two percent penalty being imposed on Medicaid services, for reporting periods 2012/2013, 2013/2014, 2014/2015, 2016/2017, 2017/2018, 2018/2019, and 2019/2020.

While on Early Alert, OPWDD will monitor the Agency's progress and will determine whether your agency has the ability to remedy the deficient practices and sustain compliance going forward. While in Early Alert status, OPWDD will not consider any Agency requests for expansion of services and may suspend any expansion that is in process.

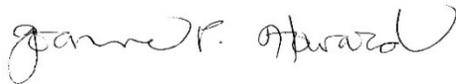
Representatives from OPWDD will meet with Agency leadership and the Board of Directors to further discuss the Early Alert process and OPWDD's expectations. This meeting will be scheduled at a time that is convenient for the agency and the Board. If you have any questions prior to the meeting, please contact Joanne P. Howard, Director, Fiscal Reporting at: Joanne.Howard@opwdd.ny.gov or (518) 402-4330.

Sincerely,



Tammy Devine, Acting Deputy Commissioner

Division of Quality Improvement



Joanne P. Howard, Director

Fiscal Reporting

cc: Board of Directors

Kerri Neifeld, Commissioner

Roger Bearden, Executive Deputy Commissioner

Brian O'Donnell, Statewide Director, DQI, Bureau of Program Certification

Barbara Van Vechten, Statewide Director, Incident Management and Continuous Quality Improvement Units

Karisa Capone, Director, Incident Management Unit

Richard Cicero, Director of Internal Controls

Abiba Kindo, Deputy Commissioner, Service Access, Program

Implementation and Provider Relations

Deborah Ellis, Statewide Operations Director

Ann Marie Peterson, Associate Deputy Director, Service Access, Program

Implementation and Stakeholder Support

Eileen Hayes, General Counsel

Earl Jefferson, Director, Central Operations

Delia Tucker, Director, Region 4

Josh Olsen, Deputy Counsel, Counsel's Office