



# COMMONWEALTH of VIRGINIA

Scott Reiner, M.S.  
Executive Director

## OFFICE OF CHILDREN'S SERVICES *Administering the Children's Services Act*

### ADMINISTRATIVE MEMO #18-06

**TO:** CSA Coordinators  
CPMT Chairs

**FROM:** Scott Reiner, Executive Director 

**DATE:** July 2, 2018

**RE:** Contracted Rates for Private Day Education Services

The recently approved state Appropriation Act (Chapter 2, Item 282. N.) requires that: "All localities shall submit their contracted rates for private day education services to the Office of Children's Services by August 1 of each year." This requirement is a component of efforts to study costs related to this service and is tied to the provision of that Item limiting annual rate increases to two percent above the rates paid in the prior fiscal year, effective July 1, 2019.

In order to meet this requirement, the Office of Children's Services has prepared a spreadsheet for your use to submit this data to OCS for rates contracted for Fiscal Year 2019 (beginning July 1, 2019). No later than August 1, 2018, please complete the spreadsheet to reflect all contracted rates for your locality for private special education day services funded through CSA to include both standard per diem rates and additional charges for related services (see instructions on the first tab of the spreadsheet for specifics). This will be utilized as the baseline rate data for the implementation of the budget requirement on July 1, 2019 (Fiscal Year 2020).

Please carefully review the included instructions for completion and submission of this information.

I appreciate your cooperation and am happy to respond to any question you may have.