Reaplication Instructions-
Chapter 47, 66 and 721
10-Month Placements (OPWDD)
(Screen DRCHP)

A User Guide for School Districts

STAC ONLINE SYSTEM (EFRT) REAPPLICATONS

APRIL 2019
Reapplication Instructions
Chapter 10-Month Placements
Screen (DRCHP)

This screen is used by school districts to re-apply for reimbursement approval for Chapter 10-Month Placements. Each April, the STAC and Medicaid Unit issues reapplications based on the current year’s reimbursement approvals. If a student did not have an approval on the STAC database by April 1, a reapplication for the subsequent school year cannot be generated. Students without an approval on the system by April 1 require a full application. Listed below are instructions to retrieve and submit reapplication requests.

To retrieve the Chapter 10-Month reapplication screen:
➢ Enter DRCHP in the “Go to” box located at the top right hand corner of the screen or select the screen from the reapplication menu (DMNUR).
➢ Press the ENTER key on your keyboard.

To retrieve your district’s 10-Month Chapter reapplication:
➢ Select School Year.
➢ CSE District will be displayed.
➢ Click on Get Providers
➢ Choose Provider from the list.
➢ Click on Get Reapps
➢ Enter the first 4 letters of Last Name to retrieve specific students or leave blank to retrieve list from beginning.
Displayed will be the list of student(s) who generated a reapplication for the education provider you selected. The following columns are shown: student’s STAC ID, Name, Education Program, Chapter Type, Annual Rate, Transportation, Administrative and CSE Cost. The student list is continuous with 10 students displayed on the screen.

To submit a reapplication for student(s) on the selected page:

➢ Enter a “☒” in the Reapply box for each continuing student.
➢ Enter values, Annual Rate (including related services cost), Transportation, Administrative and CSE Cost fields as appropriate. ("Annual Rate" is required for public placements only)
➢ Click on Submit.

When complete, the student(s) not selected will remain on the reapplication list.

➢ To view the reimbursement approvals, retrieve the Profile of Services screen DQCLD.
➢ To retrieve a list of students for a different education provider, select a new provider from the list and click Get Reapps.
➢ To return to the main menu enter DMNUM or type HOME in the “Go to” box.

NOTE: ALL CHAPTER REAPPLICATIONS MUST HAVE A VALID STAC 200 ON THE STAC ONLINE SYSTEM.
### Costs for 10-Month Chapter 47 (GRP), 66 (DEV), & 721 (ICF or IRA Placements)

<table>
<thead>
<tr>
<th>Chapter 47 - Private Group Home - GRP</th>
<th><strong>Annualized Cost</strong></th>
<th>Transportation Cost</th>
<th>Administrative Costs</th>
<th>CSE Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter 47 - Public Group Home - GRP</td>
<td>Yes</td>
<td>No</td>
<td>Optional</td>
<td>Optional</td>
</tr>
<tr>
<td>Chapter 66 - Public Developmental Ctr - DEV</td>
<td>Yes</td>
<td>No</td>
<td>Optional</td>
<td>Optional</td>
</tr>
<tr>
<td>Chapter 721 - Private ICF/IRA*</td>
<td>No</td>
<td>Yes</td>
<td>Optional</td>
<td>Optional</td>
</tr>
<tr>
<td>Chapter 721 - Public ICF/IRA*</td>
<td>Yes</td>
<td>Yes</td>
<td>Optional</td>
<td>Optional</td>
</tr>
</tbody>
</table>

*ICF = Intermediate Care Facility  
*IRA = Individualized Residential Alternative

"**ANNUALIZED COST**" applies to **public** placements only. It is the 10-month rate for education services after taking into account any year-end refunds for students placed at BOCES. There is no threshold for Chapter placements.

**Related Services** costs for Public Chapters 47, 66 and 721 must be included in the "Annualized Cost" amount.

"**TRANSPORTATION COST**" (for the 10-month period) applies only to Chapter 721 ICF and IRA placements (**public or private**). Enter the cost of student transportation.

"**ADMINISTRATIVE COSTS**" may be claimed by the district for **public or private** placements, but may not exceed 5% of the cost of education (plus 5% of related services for public placements).

"**CSE COSTS**" are extraordinary Committee on Special Education costs. These extraordinary costs may apply to **public or private** placements. Regular CSE costs should not be claimed, since they should be covered by the "**ADMINISTRATIVE COSTS**" claimed by the district.

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