

Questions and Answers from the Cost Allocation/Quarterly Billing Webinar

February 12, 2014

1. **Question:** If we are a JBI RMS Only Client what are the costs for the web based RMS time study?

Answer: The web based random moment time study through Justice Benefit, Inc. (JBI) is currently at a cost of \$2,500 per year for courts that are JBI RMS Only Clients. This cost can be added to your Cost Pool and you will receive a partial reimbursement.

2. **Question:** Is the JFS 01794 form something new to be completed? Or is this just the sheet that we receive from JBI with the percentages?

Answer: The JFS 01794 is not a new form. You can find this form on Form Central at <http://www.odjfs.state.oh.us/forms/results1.asp>. To search for form, click "Form Number" next to **Search/Sort** by, entering 1794 in **Search For**, then Click **Search**. Since JBI does the courts' RMS, each quarter they supply to the court a completed JFS 01794 forms with the information the court originally submitted via the RMS system.

3. **Question:** Do we have to include the probate court budget since it is separate and apart from the juvenile court budget?

Answer: Whenever you are seeking reimbursement of costs, you can only receive reimbursement for costs incurred, not budget costs. Article II, 6 of the subgrant agreement states: "Subgrantee will provide documentation for all administrative and training costs claimed for reimbursement to reflect **actual costs incurred and paid.**"

Yes, you will have to include the probate court expenses with the juvenile court expenses. The expenses for your probate and juvenile court are factored in the equation to determine allowable and unallowable shared costs for your court.

4. **Question:** How would you classify the cost of urinalysis?

Answer: The cost of urinalysis is an unallowable cost. This is a medical cost and should be classified as such.

5. **Question:** We have a juvenile in Tri-State Youth Authority, Inc. and we have an agreement with two other businesses to split the total cost monthly by thirds. I am currently paying the entire amount to house the youth in this facility. The juvenile is IV-E eligible. What is the process in order to get the correct portion reimbursed for the court? Does JBI send that in quarterly or do I have the JFS workers complete it in SACWIS monthly for reimbursement?

Answer: The costs that you are referring to are placement costs that are handled through your County Job and Family Services (JFS). Currently, the JFS worker inputs this information into the SACWIS system for your court. You do not send this information to JBI. Attachment B of the subgrant agreement highlights the administration and training costs JBI assists your court with which make up the Quarterly Billing - JFS Form 01797.

Article I, Section 7, of the subgrant agreement states: "Subgrantee agrees that only the Title IV-E agency that has the most recent court ordered legal responsibility for the child may bill for and receive federal reimbursement for the child's placement and care costs". You can apply for reimbursement of the federal share of placement costs, but you can only split with the other two businesses the non-federal share of the costs. In other words, you cannot receive reimbursement for more than the amount incurred for the cost of placement.