NYFAC
NEW YORK FAMILIES FOR AUTISTIC CHILDREN
164-14 Cross Bay Boulevard
Howard Beach, NY 11414
P. (347) 566-3122
F. (718) 641-1972

FAMILY REIMBURSEMENT FOR QUEENS
July 1, 2019 thru June 30, 2020

This program can reimburse families for money spent caring for their loved ones who have been diagnosed with Developmental Disabilities. Applications will be reviewed based on need by the agency and with final review by DDRO.

Program Requirements:

- Individual **must** reside in the borough of Queens.
- Individual must be diagnosed with Developmental Disabilities.
- The individual must be **OPWDD eligible**, with a **TABS** number. You can contact your Care Coordinator for your 6-digit TABS number.
- Please provide a **psychological evaluation** that clearly demonstrates eligibility.
- You must provide evidence of OPWDD eligibility by providing ONE of the documents below:
  - OPWDD eligibility determination letter
  - A current Level of Care Determination (LOC)
  - MSC or Care Coordination approval letter
  - HCBS Waiver Notice of Decision
- The application and respite verification forms must be completed in full, to include all necessary supporting documentation, with original signatures.
- You must submit all ***original*** , ***paid in full*** receipts(should the receipt not indicate an item description then the tags on the clothing must be included in the submission) and they must be numbered and listed on the **"*Receipts Form for Reimbursement*"** page of the Reimbursement package.
- Receipts must be dated between **7/1/19 – 6/30/20**.
- **If an application is not completed in full, it will not be processed. It will be returned with a letter of explanation.**

Limitations:

Each diagnosed individual ***MAY*** be awarded up to $500.00 once a year.

APPLYING FOR REIMBURSEMENT DOES NOT GUARANTEE REIMBURSEMENT FUNDS!

NYFAC *MAY* cover:

- Clothing **(does not include uniforms)**
- Recreation Programs

- Respite **(Babysitting**)
- Evaluations (Psychological and Psychosocial)
- Adaptive equipment that clearly shows developmental benefit to the individual
- **Camp with a paid in full receipt and evidence of attendance dates**

NYFAC will *NOT* cover:

- Computers/computer software
- Electronic devices
- Music players (iPods, headphones)
-Supplements/Vitamins/Diapers/
- Feminine care items
- Music, swimming or other Lessons/Therapy
- Furniture/bedding
- Taxes & Shipping Fees are not reimbursable
- Tuitions & Membership Fees
- Toys

QUEENS APPLICANTS ONLY!!!

Family Support Reimbursement Application

Applicant's Information

Date: _____

Applicant's Name: _____ DOB: _____

Soc. Sec #: _____ Medicaid#: _____ TABS **#**:_____

Address: _____

Applicant's Developmental/Intellectual Disability : **Check all that apply**

❑ Intellectual Disability ❑ Autism ❑ Cererbal Palsy ❑ Down Syndrome ❑ Nuerological Impairment

☐ Epilepsy ☐ Traumatic Brain Injury ☐ Other (specify) _____

_____

FAMILY INFORMATION

Applicant's Parent/Caregiver: _____

Relationship to Applicant: _____

Work Phone: _____ Cellular Phone: _____

Email address: _____

OTHER INFORMATION

IS THE APPLICANT ENROLLED IN "SELF-DIRECTION? ☐ Yes ☐ No

Have you applied for goods and/or services from other family reimbursement providers ? ☐ Yes ☐ No

If yes please specify:

Agency	**Amount**	**Name of Goods/Services**
	$	

Have you applied to any other family reimbursement provider to fund this request? ☐ Yes ☐ No

If yes please specify:

Agency	**Amount**	**Name of Goods/Services**
	$	

JUSTIFICATION

1. Describe the items/services requested for reimbursement.

_____
_____
_____
_____
_____

2. Describe how the items/services requested will directly benefit the applicant.

_____
_____
_____
_____
_____

Amount of reimbursement being requested: _____

Person's name that the check should be made out to: (**Must be the Parent or Guardian**)

First Name: _____ Last Name: _____

Address (if different than applicant):

_____

I hereby certify that the information on this application is correct and I understand that any reimbursement I receive will go to the Booklyn Agencies Reimbursement Data System. I also understand that my total reimbursement will not exceed my total expense. I have attached my **original receipts/records and supporting documents** where necessary.

Parent/Guardian (Please print clearly)	Address:
Signature:	Date:

If you have any questions or need assistance in completing this application,

please contact your Care Coordinator.

Upon Completion please forward to:
New York Families for Autistic Children, Inc
164-14 Cross Bay Boulevard, Howard Beach, NY 11414
Attn: Family Support Coordinator

New York Families for Autistic Children

Family Support Services - Reimbursement

Your name (Primary Caregiver)	Address	Borough/Zip Code
Telephone Number	Work Telephone Number	Cell Number

Complete the income scale below for the applicant's household:

Total Family Income (Including Benefits or Entitlements such as SSI, Public Assitance, etc.)

Income Amount:

$1 to $24,999 _____

$25,000 to $49,000 _____

$50,000 to $74,999 _____

$75,000 to $99,000 _____

$100,000 and Over _____

Number of adults in household: _____

Number of children in household: _____

Name of Care Coordinator: _____

CCO Agency Name: _____

Agency Address: _____

Phone Number: _____

Receipts Form for Reimbursement

Please list and summarize <u>each</u> original receipt below. The receipt # listed on this page should correspond with the number on each submitted receipt.

RECEIPT #	DATE OF PURCHASE	GOODS OR SERVICES SUMMARY	TOTAL REIMBURSEMENT REQUESTED
EXAMPLE: 1	12/29/19	Winter Coat	$85.00

Total Amount: _____

FAMILY SUPPORT SERVICES
MUST BE FILLED OUT, SIGNED BY RESPITE PROVIDER (Babysitter)
& NOTARIZED IN ORDER TO RECEIVE REIMBURSEMENT

Receipt for Respite

Individual's Name: _____

Provider's Name: _____

Provider's Address: _____

_____

Provider's Phone#: _____

Where is the respite care (babysitting) provided?

Address: _____

Phone #: _____

_____ _____
Parent's Signature **Today's Date**

……

_____ _____
Provider's Signature **Today's Date**

Sworn to me this _____ day

of _____, 20_____.

_____
Notary Signature Notary Stamp

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New York Families for Autistic Children, Inc.

Individual's Name: _____

Time Sheet for Respite

Date:	Time In	Time Out	# Of Hours	Hourly Rate	Amount Paid	Signature of Respite Provider

Total # of Hrs. _____ Total Paid: _____

Signature of Parent/Guardian: _____