



State of Connecticut Department of Developmental Services

DDS

Jordan A. Scheff
Commissioner

Elisa F. Velardo
Deputy Commissioner

Operations Memo 2024-07

To: Purchase of Services Contracted Private Providers

From: Sean Bannon, Director, Operations Center

CC: Jordan Scheff, Commissioner, Elisa Velardo, Deputy Commissioner, Katie Rock-Burns, Chief of Staff, Nicholas Jerard, CFO, Regional Directors, Private ARDs, Resource Administrators, The Alliance, The ARC CT

Date: November 21, 2023

Subject: FY 2023 Financial Reporting Extension

The Department of Developmental Services (DDS) recognizes that in addition to completion of the 2023 Annual Report, there have been some delays in accessing information due to several new or updated processes and reporting requirements for providers this year. These include Wage Increase and Enhanced Benefit Pool reporting, and a new Revenue Letter process.

As a result, DDS is granting an extension on the submission of the Annual Report, Wage Increase Report/Attestation and Enhanced Benefit Pool report to all providers until December 15, 2023.

Any additional requests for extensions must be submitted to the DDS.OperationsCenter@ct.gov and will only be considered for extenuating circumstances.

Please direct any questions to your Provider Specialist.

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