



LEXINGTON CENTER FOR RECOVERY, INC.

Treating People with Alcoholism and Drug Dependency Since 1982
SERVING DUTCHESS, ROCKLAND AND WESTCHESTER COUNTIES
www.lexingtonctr.org

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May 17, 2011

James L. Coughlan
Comptroller
Office of the Controller
Dutchess County
22 Market Street
Poughkeepsie, NY 12601

Dear Mr. Coughlan:

This is in response to the Lexington Center audit report.

The findings concluded that Lexington did not have an effective system of internal controls in the following areas:

Board of Directors: Lexington has added an additional member to the Board of Directors and now is adhering to the full level of appointees on the Board. In addition, the individual Board Member who worked as a Lexington staff member is no longer employed by the agency.

Monitoring of Property and Equipment Inventory:
A staff member who has worked in Dutchess County has been transferred to Lexington's agency administration staff. One of her functions will be the maintenance of the equipment lists at all Lexington Center facilities. At present, she is revising the existing equipment list to verify all entries. Once completed, this list will be submitted to the Dutchess County auditor's office.

Policies and Procedures for Cash Collections at the Chemical Dependency Clinics and Methadone Program: Detailed policies and procedures have been written to address cash collections at each of Lexington's Dutchess County programs. Lexington's Director of Finance and the Dutchess County Operations Manager will be monitoring cash collections at each site. The \$2,357 in overpayments has been returned to the clients involved. The audit report makes mention of Lexington's most recent Medicaid audit and recommends that the agency "should implement procedures to ensure all costs billable to Medicaid are valid and proper". It is important to inform the



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controller's office that in accordance with the NYS Office of Medicaid Inspector General, Lexington designed and implemented a comprehensive Medicaid compliance plan commencing in January 2009.

Procedures to accurately document Dutchess County funding were not in place.

While it has been the standard practice to meet with DMH staff and NYS OASAS staff at least yearly (more often if needed) and communicate by phone and e-mail frequently to discuss budget issues, Lexington's Director of Finance and staff from the Dutchess County Department of Mental Hygiene have agreed to attend quarterly meetings and to have frequent telephone contact.

If additional information is needed, please do not hesitate to contact me.

Sincerely yours,

A handwritten signature in cursive script that reads "Adrienne Marcus".

Adrienne Marcus, Ph.D., CASAC
Executive Director