



Nathan Deal, Governor

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**MEMORANDUM**

TO: RBWO CPA and CCI Providers

FROM: Catrechia Stokes Bryan, Acting Director  
Office of Provider Management

DATE: April 9, 2013

RE: RBWO Contract Deadlines and Effective Dates

This memorandum is written to share with you a global change within DFCS that will effect RBWO contract executions as well as contract amendments/changes. This process has been streamlined to allow the organization to manage the contract lifecycle more efficiently.

Effective immediately, there are two (2) contract lifecycles within a fiscal year, July 1<sup>st</sup> and October 1<sup>st</sup>. To ensure that contracts are fully executed by the effective dates established, the chart below is offered to provide guidance in helping you prepare for an executed or amended contract.

Provider Deadline to Submit Application and supporting documents	OPM Review and Approval Deadline	Contract Effective Date
November 30 <sup>th</sup>	January 31 <sup>st</sup>	July 1 <sup>st</sup>
February 28 <sup>th</sup>	April 30 <sup>th</sup>	October 1 <sup>st</sup>

Although the dates above are designed to ensure that contracts are processed more efficiently, applications for new services and contract amendments/changes will be reviewed and processed throughout the year and flexibility will exist based on the service needs identified within the State.

Please utilize the following link <https://www.gascore.com/content/page.cfm/195/> to review the most recent Needs Assessment. Applications for new services and /or contract amendments/changes can be located at [www.gascore.com](http://www.gascore.com).

cc: Dianne Yearby, Acting Permanency Unit Director