



Office for People With Developmental Disabilities

ANDREW M. CUOMO
Governor

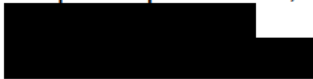
THEODORE KASTNER, M.D., M.S.
Commissioner

ROGER BEARDEN, J.D.
Executive Deputy Commissioner

VIA USPS CERTIFIED MAIL & EMAIL

June 24, 2021

Yvette Brissett, Executive Director
Unique People Services, Inc.



Beverly Collier, President, Board of Directors



Dear Ms. Brissett and Ms. Collier:

The purpose of this letter is to formally notify you that Unique People Services, Inc. (Unique People) was placed on Early Alert effective June 18, 2021, due to significant Division of Quality Improvement (DQI) Incident Management concerns. In order to ensure that individuals with developmental disabilities in New York State receive appropriate services and protections, the Office for People With Developmental Disabilities (OPWDD) has established an internal Early Alert Committee. The purpose of the Early Alert process is to monitor the performance of a provider that has been unable to sustain compliance with applicable laws and regulations and/or has significant fiscal issues that may affect the health and safety of individuals receiving services. OPWDD has placed your agency on Early Alert due to the following concerns:

- Ongoing systemic compliance issues in the area of incident management including meeting regulatory compliance in regard to submitting investigations, reporting updates, corrective action plans and incident review committee minutes. Additionally, Unique People has not had timely closure of incidents in the Incident Reporting Management Application.

While on Early Alert, OPWDD will monitor the Agency's progress and will determine whether your agency has the ability to remedy the deficient practices and sustain compliance going forward. While in Early Alert status, OPWDD will not consider any Agency requests for expansion of services and may suspend any expansion that is in process.

Representatives from OPWDD will meet with Agency leadership and the Board of Directors to further discuss the Early Alert process and OPWDD's expectations. This meeting will be scheduled at a time that is convenient for the agency and the Board. If you have any questions prior to the meeting, please contact Karisa Capone at (518)- 473-7032

Sincerely,



Leslie M. Fuld

Deputy Commissioner

Division of Quality Improvement

cc: Board of Directors
Theodore Kastner, Commissioner
Roger Bearden, Executive Deputy Commissioner
Tammy Devine, Deputy Director, Division of Quality Improvement
Brian O'Donnell, Statewide Director, DQI, Bureau of Program Certification
Barbara Van Vechten, Statewide Director, Incident Management and Continuous
Quality Improvement Units
Karisa Capone, Director, Incident Management Unit
Richard Cicero, Director of Internal Controls
Abiba Kindo, Deputy Commissioner, Service Delivery - Regional Offices
Deborah Ellis, Statewide Operations Director
Willow Baer, General Counsel
Joanne Howard, Director, Fiscal Reporting and Data Analysis
Earl Jefferson, Director, Central Operations
Delia Tucker, Director, Region 4
Josh Olsen, Deputy Counsel, Counsel's Office