All County Medi-Cal Administrative Activities/
Targeted Case Management Coordinators and
Advisory Committee Members

CLARIFICATION OF MEDI-CAL ADMINISTRATIVE ACTIVITIES (MAA) INVOICE
SUBMISSION REQUIREMENTS

The purpose of this transmittal is to provide clarification for all local governmental
agencies (LGAs) who are participating in the Medi-Cal Administrative Activities (MAA)
program of the MAA invoice submission requirements. On November 12, 1996 LGAs were
distributed Policy and Procedure Letter No. 96-030 along with a diskette that provided LGAs
with a copy of the MAA Detailed and Summary Invoice format and instructions. All MAA
invoices for the period beginning July 1, 1995, must be submitted using this format. Any MAA
invoice submitted to the Federal Liaison Unit using a different format will be immediately
returned to the submitting LGA.

LGAs are hereby advised to submit their MAA invoice to the Federal Liaison Unit only
after written approval of their MAA claiming plan has been received from the Department of
Health Services. MAA invoices received without approval will be immediately returned to the
submitting LGA.

If you have any questions regarding this matter, please contact the Federal Liaison Unit
analyst assigned to your LGA.

Sincerely,

[Signature]

Darryl Nixon, Chief
Medi-Cal Benefits Branch

cc: See next page.

<table>
<thead>
<tr>
<th>Targeted Case Management:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Medi-Cal Administrative Activities:</td>
<td>X</td>
</tr>
<tr>
<td>Policy Effective Date: 7/1/95</td>
<td></td>
</tr>
<tr>
<td>Policy Reference:</td>
<td>N/A</td>
</tr>
</tbody>
</table>