May 4, 2000

TO: All Local Educational Consortias (LEC)  PPL No. 00-008
Local Governmental Agencies (LGA)
Medi-Cal Administrative Activities (MAA) and
Targeted Case Management (TCM) Coordinators

SUBJECT: REMOVAL OF THE CLAIMING UNIT FUNCTION (D) MEDI-CAL NON-EMERGENCY, NON-MEDICAL TRANSPORTATION FROM THE MEDI-CAL ADMINISTRATIVE ACTIVITIES (MAA) INITIAL AND AMENDED CLAIMING PLANS FOR CERTAIN SCHOOL BASED SERVICES

This transmittal provides instructions to Local Educational Consortia (LEC) and Local Governmental Agencies (LGA) on the submission of initial and amended claiming plans that include the Claiming Unit Function (D) Medi-Cal Non-Emergency, Non-Medical Transportation related to services in schools.

Clarification was received from the Health Care Financing Administration (HCFA) that federal funds are not claimable for the cost of transporting students to school on the regular school bus even though Medi-Cal covered school based services may be provided at the school site during part of the day. When services are provided at no charge, such as in this situation where all students can ride the bus to school, Medi-Cal will not subsidize those services for Medi-Cal eligible students. This applies only to students who ride the regular school bus and who receive a Medi-Cal service at the school site. Based on this clarification claiming plans/amendments that include this transportation activity will require an adjustment.

All LECs and/or LGAs with claiming plans or amendments that have not been approved by HCFA and that contain unclaimable transportation, as referenced must do the following:

I. MAA Claiming Plans and or Amendments Submitted That Require Section D Removed (All transportation activities are not claimable)
   - MAA Coordinators must submit either an email or a letter requesting removal of Claiming Unit Function D in its entirety.
   - In the email or letter list all the claiming plans and or amendments that require removal of Claiming Unit Function D.
   - The Administrative Claiming Unit (ACU) will pull this claiming unit function from the claiming plan and or amendment and also modify the MAA Grid by striking out Section D.
After review and approval, ACU will forward the documents to HCFA for review and approval.

II. MAA Claiming Plans and or Amendments Submitted that Require Revision of Section D (some transportation activities are claimable)

- MAA Coordinators must revise Section D and exclude all reference to transportation that is not claimable.
- MAA Coordinators must submit a revised Section D to the ACU for inclusion in their claiming plan and or amendment.
- ACU will remove the previously submitted information and insert the revision.
- After review and approval ACU, will forward the documents to HCFA for review and approval.

III. Previously Approved Claiming Plans and or Amendments

- All LECs and or LGAs with claiming plans or amendments that have been approved by HCFA and that contain unclaimable transportation as referenced here must submit revisions to DHS.
- MAA Coordinators must submit a revised Section D to the ACU.
- ACU will pull this function and review and approve the revision.
- ACU will submit revisions to HCFA for review and approval.

IV. Preparation and Submittal of MAA Invoices

- All invoices submitted for reimbursement must include only transportation that is claimable.
- Full disclosure must be made on the invoice, about the specific transportation being claimed.

If you have any questions, please contact Ms. Alice Childress, Chief of the Administrative Claiming Unit, at (916) 657-0627, or by email achildres@dhs.ca.gov.

Sincerely,

Original signed by D. Mitchell

David Mitchell, Chief

cc: See Next Page.
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