October 9, 2003

PPL No. 03-011

TO: Local Educational Consortiums (LEC)
    Local Governmental Agencies (LGA)
    Medi-Cal Administrative Activities (MAA) Coordinators

SUBJECT: MAA CLAIMING PLAN AND CLAIMING PLAN AMENDMENT SUBMITTALS FOR FIRST QUARTER (JULY-SEPTEMBER) OF EVERY FISCAL YEAR (FY)

This Policy and Procedures Letter (PPL) provides instructions to LECs and LGAs regarding the submittal of MAA Claiming Plans and Amendments for every FY until further notice.

By November 1st of every FY, LECs and LGAs must submit a MAA Claiming Plan or Amendment for the first quarter. For example, to have an effective date of July 1, 2003, the Claiming Plan or Amendment must be postmarked or there must be an Express (overnight) Mail, FedEx, or UPS receipt dated no later than November 1, 2003. The Department of Health Services, and when necessary, the Centers for Medicare and Medicaid Services (CMS), must approve the plans.

If you should have any questions concerning this policy, please contact your claiming analyst or Ms. Elizabeth Touhey, Acting Chief of the Administrative Claiming Operations Unit, at (916) 552-9616 or by email at Etouhey@dhs.ca.gov.

Sincerely,

Original Signed by Mary Lamar-Wiley

Mary Lamar-Wiley, Acting Chief
Medi-Cal Benefits Branch

cc: See Next Page
Local Educational Consortiums (LEC)
Local Governmental Agencies (LGA)
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Page 2
October 9, 2003

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