



State of California—Health and Human Services Agency  
**Department of Health Services**



ARNOLD SCHWARZENEGGER  
Governor

February 9, 2007

**PPL No. 07-002**

TO: Local Governmental Agencies (LGAs)  
Medi-Cal Administrative Activities (MAA) and  
Targeted Case Management (TCM) Coordinators

SUBJECT: **LGAs CLAIMING REIMBURSEMENT FOR FISCAL YEAR (FY) 2006-07  
MAA/TCM PARTICIPATION FEE**

This Policy and Procedure Letter (PPL) is to advise LGAs that 25.0 percent of the participation fee for FY 2006-07 may be claimed to the CMAA Program. Specifically, the portion of the participation fee not used to pay California State Department of Health Services (CDHS) expenditures or compensation for the LGA Executive Committee and Host Entity, is an allowable expenditure claimable for reimbursement.

LGAs seeking reimbursement for the participation fee for the first time must amend their CMAA Claiming Plan to include specific reference to the participation fee as a cost under the activity: "MAA/TCM Coordination and Claims Administration." This reference is to be included in the LGA's response to Question No.1, "Individually list each type of allowable MAA/TCM Coordination and Claims Administration performed..." (reference Section 2 of the provider manual). Submit amendments to the CMAA Claiming Plan before or during the quarter in which the cost will be claimed. These amendments are effective the quarter in which the amendment is submitted to CDHS. Failure to submit the required amendment to the CMAA Claiming Plan shall result in the prohibition to claim the participation fee for FY 2006-07, and subsequent fiscal periods.

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These costs must be claimed in Section 3 of the Direct Charges Worksheet on the CMAA Invoice and identified as Participation Fees in the description column. The County's portion should be claimed in the period in which the payment was made to the Host Entity and entered in the "other costs" column. A discount factor of one hundred percent (100%) should be entered in the column labeled "Medi-Cal/Certified Time Factor."

If you have questions, please contact Ms. Linda Hayes, Chief, County-Based MAA Unit, at (916) 341-3969 or [LHayes@dhs.ca.gov](mailto:LHayes@dhs.ca.gov).

Sincerely,

**ORIGINAL SIGNED BY ELIZABETH TOUHEY**

Elizabeth Touhey, Chief  
Administrative Claiming Local and  
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