TO: All Local Educational Consortiums (LECs), Local Governmental Agencies (LGAs), and Local Educational Agencies (LEAs) Coordinators for Medi-Cal Administrative Activities (MAA)

SUBJECT: SCHOOL-BASED MAA TIME SURVEY TRAINING SESSIONS

The California Department of Health Services’ (CDHS) School-Based Medi-Cal Administrative Activities unit (SMAA) is conducting training workshops for SMAA Time Survey Training in June 2007.

This training is mandatory for all LECs and LGAs claiming MAA for schools. LEAs will not be allowed to claim MAA for fiscal year 2007/2008 if their LEC/LGA Coordinator or the Coordinator’s authorized alternate representative has not attended this training.

The training session will take place on the following dates and locations:

**Tuesday, June 5, 2007**
- Time: 1:00 – 3:00 pm
- Sacramento County
- Dept. of Health & Human Services
- Administration Building
- Conference Room 1
- 7001 A East Parkway
- Sacramento, CA 95823
- Room Capacity: 75

**Tuesday, June 12, 2007**
- Time: 1:00 – 3:00 pm
- Contra Costa County
- Office of Education
- 77 Santa Barbara Road
- Board Room
- Pleasant Hill, CA 94523
- Room Capacity: 70

**Thursday, June 14, 2007**
- Time: 1:00 – 3:00 pm
- Orange County
- Department of Education
- 200 Kalmus Drive
- Building D, Room 1001
- Costa Mesa, CA 92626
- Room Capacity: 204

**Wednesday, June 27, 2007**
- Time: 9:00 – 11:00 am
- University Square
- 2000 K Street
- Conference Room US-1
- Bakersfield, CA 93301
- Room Capacity: 100
Registration for this forum is required. Please complete the attached registration form identifying the person(s) who will be attending and return the registration to CDHS by May 7, 2007. A registration form must be completed for each person planning to attend.

If you are unable to attend and wish to send an alternate representative in your place (i.e., representatives from your staff and/or the school-based claiming unit staff), a written request with justification must be sent to CDHS with the registration form. Please note that vendors will not be accepted as the sole alternate representatives for an LGA or LEC. The alternate representative (attendee) requests will be approved by CDHS by May 10, 2007.

Space for this forum is limited and priority will be given to LECs, LGAs, and LEA MAA Coordinators and their staff. Vendor participation will be limited based on capacity.

Send registration forms and justifications to Isabel Hernandez via e-mail at ihernand@dhs.ca.gov or fax forms to (916) 552-9572. If you have additional questions or concerns, please contact Isabel Hernandez at (916) 552-8018. You will receive a confirmation for your training date and location by e-mail by May 17, 2007.

Sincerely,

Original Signed by Elizabeth Touhey

Elizabeth Touhey, Chief
Administrative Claiming Local and Schools Services Section

cc:  Ms. Cathleen Gentry
     MAA/TCM Consultant
     Local Governmental Agency
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