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Director

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



ARNOLD SCHWARZENEGGER  
Governor

October 29, 2008

**PPL No. 08-025**

TO: Local Educational Consortia (LEC) and  
Local Governmental Agency (LGA) Coordinators for  
School-Based Medi-Cal Administrative Activities (SMAA)

SUBJECT: Notification of LEC/LGA MAA Time Survey for Local Educational Agencies (LEA)  
Claiming MAA for the Third Quarter of Fiscal Year (FY) 2008-2009.

This Policy and Procedure Letter (PPL) is notification of the designated third quarter time survey week for FY 2008-2009 for LEAs. The time survey results are used to determine the percentage of time spent on allowable MAA.

The time survey week for the third quarter of FY 2008-2009 begins on Monday, March 2, 2009. In accordance with the 2007-2008 California SMAA Manual, this requires surveying time for five consecutive days when students are in session for that claiming unit

LECs/LGAs must use the official LEA MAA Time Survey form. It is available to download at <http://www.dhcs.ca.gov/provgovpart/Pages/SMAATimeSurveyForms.aspx>

If you have any questions concerning this PPL, please contact Ms. Barbara Schultz, Chief of the School-Based MAA Unit, at (916) 552-9616 or by email at [Barbara.Schultz@dhcs.ca.gov](mailto:Barbara.Schultz@dhcs.ca.gov).

Sincerely,

**ORIGINAL SIGNED BY ELIZABETH TOUHEY**

Elizabeth Touhey, Chief  
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