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*Director*

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



ARNOLD SCHWARZENEGGER  
*Governor*

February 7, 2008

**PPL No. 08-003**

TO: Tribal Local Governmental Agency (LGA) Coordinators  
for Medi-Cal Administrative Activities (MAA)

SUBJECT: Notification of the Fourth-Quarter Time Survey Week for Tribal LGAs  
Claiming MAA for the Fourth Quarter of Fiscal Year 2007-2008

This Policy and Procedure Letter (PPL) is notification of the designated fourth-quarter time survey week for fiscal year (FY) 2007-2008 for Tribal LGAs. The time survey results are used to determine the percentage of time spent on allowable MAA.

The time survey week for the fourth quarter of FY 2007-2008 begins Thursday, June 26, 2008, and requires time-surveying for five consecutive days when staff is in attendance for that claiming unit.

Tribal LGAs must use the official Tribal MAA Time Survey form, which has been distributed previously in PPL 07-011.

If you have any questions concerning this PPL, please contact Linda Hayes, Chief of the County MAA Unit, at (916) 341-3969 or by e-mail at [Linda.Hayes@dhcs.ca.gov](mailto:Linda.Hayes@dhcs.ca.gov).

Sincerely,

**Original Signed by Elizabeth Touhey**

Elizabeth Touhey, Chief  
Administrative Claiming Local and  
Schools Services Branch