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

DAVID MAXWELL-JOLLY
Director

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Governor

February 11, 2010

PPL No. 10-001

TO: Local Educational Consortia and
Local Governmental Agency Coordinators for
School-Based Medi-Cal Administrative Activities

SUBJECT: Notification of the Time Survey period for Local Educational Agencies Claiming MAA for the Fourth Quarter of Fiscal Year 2009-2010**.**

This Policy and Procedure Letter (PPL) is notification of the designated fourth quarter time survey week for FY 2009-2010 for Local Educational Agencies (LEAs). The time survey results are used to determine the percentage of time spent on allowable Medi-Cal Administrative Activities (MAA).

The time survey week for the fourth quarter of FY 2009-2010 begins on Tuesday, May 4, 2010, and requires staff to time survey for five consecutive days when students are in session, in accordance with the 2009-2010 California School Based MAA Manual. It is available to download at: http://www.dhcs.ca.gov/provgovpart/Documents/ACLSS/Manuals/SMAA%20Manual/2009/SMAA%20Manual%202009.pdf.

Local Educational Consortia (LECs) and Local Governmental Agencies (LGAs) must ensure LEAs use the official 2009-10 Time Survey Template. 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.

Sincerely,

Original signed by Elizabeth Touhey

Elizabeth Touhey, Chief
Administrative Claiming Local and
Schools Services Branch

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