May 3, 2010

PPL No. 10-005

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

SUBJECT:   LGA Claiming Reimbursement for Fiscal Year (FY) 2009-10
            MAA/TCM Participation Fee

This Policy and Procedure Letter (PPL) is to advise LGA that twenty-three percent
(23%) of the LGA participation fee for FY 2009-10 may be claimed to the County-
Based MAA (CMAA) Program. Specifically, the portion of the participation fee not
used to pay Department of Health Care Services (DHCS) 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 response to Question No.1, “Individually list
each type of allowable MAA/TCM Coordination and Claims Administration
performed…” (reference Section 3-23 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 DHCS. Failure to submit the required amendment to the CMAA
Claiming Plan shall result in the prohibition to claim the participation fee for
FY 2009-10, and subsequent fiscal years.

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
LGA claimable amount should be claimed in the quarter in which the payment was
made to the Host Entity. The total amount of the fee paid is entered in the “Other
Costs” column. A discount factor of twenty-three percent (23%) for FY 2009-10
should be entered in the column labeled “Medi-Cal/Certified Time Factor.”
If you have questions, please contact Ms. Linda Hayes, Chief, CMAA Unit, at Linda.Hayes@dhcs.ca.gov or by telephone at (916) 341-3969.

Sincerely,

ORIGINAL SIGNED BY GERI BAUCOM

Geri Baucom, Acting Chief
Administrative Claiming Local and
      Schools Services Branch

cc:  Mr. Patrick Sutton
      LGA MAA/TCM Consultant
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           Alameda, CA  94502