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DIRECTOR

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



EDMUND G. BROWN JR.
GOVERNOR

DATE: June 10, 2015 PPL No. 15-012

TO: Local Educational Consortia Coordinators (LEC)
Local Governmental Agency Coordinators (LGA)

Subject: School-Based Medi-Cal Administrative Activities (SMAA) Program
Random Moment Time Study (RMTS)
Time Study Participant (TSP) Funding Source Changes

The purpose of this Policy and Procedure Letter (PPL) is to clarify the procedures regarding the handling of the costs associated with a TSP and the assignment of RMTS codes to activities performed by a TSP whose funding source for various reasons may have changed during the school year to 100 percent federally funded. This PPL addresses this situation.

In order to be eligible to participate in the School Based Medi-Cal Administrative Activities (SMAA) program, a TSP's classification must be funded, at least partially, by non-federal sources such as county funds or state General Funds. Although a TSP's costs may be initially identified as eligible and therefore placed into a participant pool, at some point the funding source for that position may change for various reasons and become 100 percent federally funded and no longer eligible.

As confirmed by the Centers for Medicare and Medicaid Services (CMS), a moment response is considered valid if the response was properly submitted by a TSP whose costs were initially eligible to be included in the participant universe for a given quarter but became ineligible at some point during the school year due to changes in the funding source for those costs. The moment response will be included in the universe of eligible moments for calculation of the final RMTS activity code percentages for that quarter; however, the salary and benefit costs associated with that particular TSP cannot be included in the invoice and must be removed from the cost pool prior to calculation of the invoice. Each LEC/LGA must annually notify the Department of Health Care Services (DHCS) no later than December 31, using Attachment A, of the total number of TSPs in its approved participant universe whose funding became 100% federally funded during the previous school year.

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If you have any questions or require further assistance regarding this PPL, please contact Tony Teresi, Chief, DHCS SMAA Unit at (916) 449-5230, or Tony.Teresi@dhcs.ca.gov .

Sincerely,

ORIGINAL SIGNED BY MICHELLE KRISTOFF

Michelle Kristoff, Chief
Medi-Cal Administrative Claiming Section