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DIRECTOR

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



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GOVERNOR

DATE: November 4, 2016 **PPL No. 16-017**

TO: All Local Governmental Agency (LGA) Coordinators for the
County-Based Medi-Cal Administrative Activities (CMAA) Program

SUBJECT: Countywide Averages for Fiscal Year (FY) 2015-16

The purpose of this Policy and Procedure Letter (PPL) is to provide the FY 2015-16 countywide averages, referred to as CWA, to those LGAs participating in the CMAA Program with the California Department of Health Care Services (DHCS) that have received prior approval to utilize the CWA to discount CMAA claiming. In order for LGAs participating in the CMAA Program to receive approval for CWA utilization, each claiming unit must annually submit a “Justification Lettter” to DHCS on LGA letterhead, specifically stating the reason(s) why the claiming unit is unable to use the Actual Client Count (ACC), the required methodology from the CMAA Operational Plan. The “Justification Letter” must be submmited to your designated CMAA Program analyst via regular mail, with an orignal signature, by Monday, November 28, 2016.

The CWA is one of the approved discounting methods for CMAA Program participant claiming. When an LGA’s CMAA claiming plan has received approval to use the CWA to discount costs, the respective county’s CWA must be used on the invoice. A PPL will be published and provided to LGAs participating in the CMAA Program each fiscal year to coincide with the invoice submission schedule.

The statistical information used to develop the CWA is collected from two sources: the California Department of Finance (DOF)¹ and DHCS². The DOF population statistics are published annually, on a calendar year basis, and provide an estimate of the yearly population totals by county.

¹ State of California, Department of Finance, E-1 Population Estimates for Cities, Counties and the State with Annual Percent Change - January 1, 2015 and 2016

http://www.dof.ca.gov/Forecasting/Demographics/Estimates/e-1/documents/E-1_2016_InternetVersion.xls

² State of California, Department of Health Care Services, Medical Beneficiaries, Summary Pivot Table, Most Recent 24 Months, September 2015.

http://www.dhcs.ca.gov/dataandstats/statistics/Documents/Pivot_Cnty_Cert_Elig_RCNT24_201605.zip

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The DHCS Medi-Cal beneficiary enrollment population totals are published on a continuous basis and provide monthly Medi-Cal beneficiary totals by county for the most recent 24 months of activity. To calculate the CWA, the DHCS Medi-Cal beneficiary enrollment population totals are averaged for each county by quarter, and then the quarterly county averages are divided by the DOF estimated population totals for each county. The resulting quarterly quotients are then converted to a percentage for each county known as the quarterly CWA.

The accompanying document to this PPL, the "California Department of Health Care Services, Medi-Cal Countywide Averages for Fiscal Year (FY) 2015-16" includes the DOF estimated average population for calendar years 2015 and 2016, the DHCS average number of Medi-Cal eligible beneficiaries for FY 2015-16, segregated by quarters (Q1: July 1, 2015, through September 30, 2015; Q2: October 1, 2015, through December 31, 2015; Q3: January 1, 2016, through March 31, 2016; and Q4: April 1, 2016, through June 30, 2016), and the number of Medi-Cal eligible beneficiaries shown as a percentage by county for all four quarters of FY 2015-16. LGAs with CMAA claiming plans with approved use of the CWA must use the quarterly Medi-Cal eligible beneficiary percentage as the CWA percentage to discount costs on their quarterly invoices.

If you have any questions or require further assistance regarding this PPL, please contact Jose Garcia, Chief of the CMAA Unit at (916) 324-0058 or jose.garcia@dhcs.ca.gov.

Sincerely,

ORIGINAL SIGNED BY BETTY LAI

Betty Lai, Chief
Medi-Cal Claims and Services Branch

Enclosure

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