

**ACTIVITY CODE(19)
MAA/TCM COORDINATION AND CLAIMS ADMINISTRATION**

Claiming Unit:	Submittal Date:
Local Governmental Agency:	Amended Date:

For each type of MAA/TCM Coordination and Claims Administration performed, provide the following information:

1. Individually list each type of allowable MAA/TCM coordination and claims administration performed and describe how staff perform this activity (if adding the LGA Participation Fee, list that here):

2. Indicate whether staff perform this activity part-time in addition to other duties:

3. Describe the method that will be used for claiming, i.e. direct charge or time studies:

4. Indicate whether any claims preparation activity is being performed by contractors or consultants:

Documents Required:

1. Attach copies of any contracts entered into for the performance of LGA claims administration.