



**Local Educational Agency Medi-Cal Billing Option Program (LEA BOP)
Quarterly Stakeholder Meeting Minutes
October 18, 2023**

Meeting Materials

- » Meeting materials were distributed to participants via e-mail and are available on the Department of Health Care Services [\(DHCS\) LEA BOP Stakeholder Meeting website](#).
- » Total number of attendees: 147

Stakeholder Meeting Minutes

- » July 2023 Meeting minutes are available [online](#).
- » Comments on the October 2023 Stakeholder Meeting minutes should be sent via e-mail to the LEA Inbox at LEA@DHCS.ca.gov.
 - If no feedback is received, the meeting minutes will be considered final.
 - If feedback is received that substantively changes the minutes, the modified minutes will be sent via eblast and posted online.

California Department of Education (CDE) Home-to-School Transportation Reimbursement (HTSTR) Program

- » A speaker from CDE provided information on the HTSTR Program, which was implemented as part of the State Fiscal Year (SFY) 2022-23 State Budget.
- » The HTSTR Program is funded through State General Fund and does not require a Budget Act appropriation. Funding is part of the Principal Apportionment (PA) Section and the first allocations occurred in June 2023 for SFY 2022-23. As of July 2023, monthly payments will be distributed based on PA Certifications.
 - To view funding results for a specific fiscal year, choose the applicable fiscal year on the [Principal Apportionment home page](#), select Funding Exhibits, Home-to-School Transportation Reimbursement as a program, and the applicable school district or County Office of Education (COE).
- » To retain funding, LEAs must adopt an annual Transportation Services Plan. The plan must be adopted by the school district's or COE's governing board and



does not need to be submitted to CDE. The plan adoption will be checked in the LEA's annual audit.

- » CDE explained the eligible expenditures that are included as part of the reimbursement formula:
 - Includes Standardized Account Code Structure (SACS) Function Code 3600 "Pupil Transportation" that includes transportation personnel, fuel, bus repairs, etc. and excludes items such as field trip miles and financing.
 - Subtracts capital outlay (SACS Object Codes 6000-6999).
 - Subtracts nonagency expenditures (SACS Goal Codes 7100-7199).
- » HTSTR Program reimbursement will equal the difference between the eligible expenditures (noted above, then multiplied by 60 percent) and the Local Control Funding Formula Add-On Amount. If the amount is negative, the HTSTR will be zero.
- » Answers to Frequently Asked Questions (FAQs) and CDE contact information is provided on the [Home-to-School Transportation Reimbursement - Transportation](#) website.

DHCS Status Update Summary (SUS) Highlights

DHCS highlighted the following items of the SUS, provided as an attachment to all registered participants. The complete SUS and details of each item can be found on the [LEA BOP website](#).

- » Fiscal Intermediary Updates:
 - Public Health Emergency (PHE) Federal Medical Assistance Percentage (FMAP) Rate Update
 - Health Education and Anticipatory Guidance
- » Program Updates:
 - LEA BOP Provider Manual Updates
 - DHCS provided an update on compliance documents, stating that required documents must be submitted by the due date or LEAs may be put on a reimbursement withhold and/or terminated from the program. DHCS noted an upcoming due date for the SFY 2023-24 Annual Report, which must be submitted by November 30, 2023.
 - LEA BOP technical assistance was highlighted, including:
 - Six technical assistance visits since the July Quarterly Stakeholder Meeting.

- A workshop titled "[Supporting Student Mental Health Through the LEA Medi-Cal Billing Option Program](#)" was conducted on September 28, 2023.
- LEA BOP [Medi-Cal Eligibility Ratio \(MER\) Training for SFY 2023-24 Cost and Reimbursement Comparison Schedule \(CRCS\)](#) on September 14, 2023.
- Significant continued outreach to LEAs that still have unfiled CRCS documents.

DHCS Discussion Topics

Data Use Agreement (DUA) Redetermination Update

- » DHCS reminded participants that on April 1, 2023, California began the process of redetermining eligibility for Medi-Cal members following the official end of the Coronavirus Disease (COVID-19) PHE. DHCS informed participants that the LEA BOP MOVEit eligibility confirmation output files may be used to determine when coverage terminated for members, once LEAs have a revised DUA that has been signed by all parties.
 - DHCS reminded LEAs that they will need to complete a new DUA and receive DHCS confirmation before using MOVEit eligibility confirmation output files for redetermination outreach efforts. If LEAs need a copy of the new DUA for re-enrollment outreach purposes, they may reach out to LEA@dhcs.ca.gov.
- » DHCS informed stakeholders that there will be a new data match output file with a new MOVEit folder to assist in identifying students who will lose coverage (before coverage lapses).
 - In the new data match output file, there will be a "Renewal date" column instead of the "Beneficiary Identification Card" column.
 - DHCS will send an e-blast when a new DUA is available so that LEAs can take advantage of this new opportunity to assist in identifying students who are in jeopardy of losing coverage.
- » The Medi-Cal Eligibility Division (MCED) will be hosting a presentation on their school-based redetermination campaign and DHCS will share date and registration information via eblast to LEA BOP Providers.
 - Keep Your Community Covered: Schools and Families (YouTube)
 - Keep Your Community Covered: Schools and Families Slide Deck (PDF)

Educationally Related Mental Health Services (ERMHS) and Educationally Related Intensive Counseling Services (ERICS) Updates

- » DHCS previously sent out an eblast notifying LEA BOP providers that the Centers for Medicare & Medicaid Services (CMS) has provided an approval to allow for any medically necessary covered service that results from an ERMHS/ERICS assessment to be eligible for federal reimbursement (assuming that LEA BOP billing requirements are met).
- » For SFY 2023-24, LEAs can put ERMHS/ERICS practitioners on the Time Survey Participant (TSP) List. DHCS noted that practitioners with an ERMHS or ERICS job title that meet LEA BOP rendering practitioner qualifications must be approved through the Equivalency Request process. The Equivalency Request Form may be found [here](#).
- » LEA BOP is still in discussion with CMS regarding any retroactive claiming for TSPs that were removed by DHCS during SFY 2022-23. Additional information will be provided to stakeholders once DHCS and CMS have finalized this policy.

Mental Health Coordination Policy and Procedure Letter (PPL) 20-051

- » DHCS reminded LEAs that DHCS encourages the coordination of mental health related services with Special Education Local Plan Areas (SELPAs), COEs, County Mental Health Plans (MHPs) and Managed Care Organizations (MCOs).

CMS 2023 School-Based Claiming Guidance

- » DHCS provided updates on CMS's [May 2023 comprehensive school-based claiming guide](#), including a long-term deadline for states to submit a State Plan Amendment (SPA) or a new Implementation Plan by mid-2026. At this time, DHCS is still reviewing the Guidance and will be working closely with the Ad Hoc Workgroup to identify potential ways to ease administrative burden for LEA BOP providers. DHCS will share updates during upcoming stakeholder meetings.
- » Contact LEA@dhcs.ca.gov with the subject line as "CMS Guidance" for any further questions or comments.

Ad Hoc Workgroup

- » DHCS provided information on the formation of an Ad Hoc Workgroup and subcommittee groups to obtain collaborative feedback on current topics of interest.
- » The current Ad Hoc Workgroup Subcommittee areas consist of:

- Rate Rebasing
- Provider Participation Agreement (PPA) updates
- CMS May 2023 School-Based Claiming Guidance Policy
- Random Moment Time Survey (RMTS)
- Provider Manual/PPL content review
- » Ad Hoc Workgroup subcommittee members represent DHCS staff, actively participating LEA BOP providers made up of LEAs and COEs, Local Education Consortiums (LECs), and DHCS's contractor, Guidehouse.
- » DHCS updated stakeholders there will be an opportunity for interested individuals to apply to be part of the Ad Hoc Workgroup in SFY 2024-25.

Unfiled CRCS

- » DHCS provided updates that all unfiled CRCS reports for SFYs 2013-14 through 2021-2022 are overdue and must be filed immediately. Rejected CRCS submissions must be corrected and resubmitted by LEAs in a timely manner.
 - DHCS reminded LEAs that they will receive an acceptance e-mail from Audits & Investigations (A&I) that confirms the CRCS was accepted and is in review at DHCS.
- » [PPL 21-025](#) includes information for LEAs that are out of compliance for unfiled CRCS reports. These LEAs are placed on a 100 percent withhold and will be issued a Corrective Action Plan (CAP). If an LEA is issued a CAP, it could result in the LEA being suspended from RMTS participation if the CRCS is not submitted within the timeline indicated in the CAP. Suspension from the RMTS could result in loss of reimbursements for impacted quarters. Finally, non-compliance could result in termination from LEA BOP and a requirement to repay all uncertified interim payments received by the LEA for the reporting period.
- » The LEA BOP Operations Unit has been conducting compliance outreach activities to encourage LEA BOP providers to immediately submit unfiled CRCS reports. DHCS would like to thank the LEAs because the outreach activities have significantly increased LEA compliance, increasing the number of fully compliant LEAs and decreasing the amount of uncertified funds.
- » LEA BOP Operations Unit is still actively assisting LEAs that have pending submissions of their CRCS reports. Contact LEA@dhcs.ca.gov with any questions.

California Basic Educational Data System (CBEDS) Census Day / MOVEit Data Match

- » For CRCS reporting purposes, the MER must be calculated annually for each LEA. Each year, the CBEDS Census Day, which takes place the first Wednesday in October, is used as a snapshot date where all participating LEAs (except colleges) must extract a file containing the total LEA student enrollment using their student information systems.
- » LEAs were responsible for extracting a file containing total LEA student enrollment on October 4, 2023. LEAs must submit this information in an input file through the MOVEit process to determine Medi-Cal eligibility information for their total LEA student population as of October 2023. This information will be used to complete the SFY 2023-24 CRCS, which is due March 1, 2025.
- » If an LEA has missed the October 4, 2023, deadline to extract total student enrollment information, the LEA must e-mail the LEA inbox at LEA@dhcs.ca.gov for additional direction and support.

DHCS Consent to Receive Final Audit Reports Electronically

- » LEA BOP providers must submit a CRCS annually. DHCS is offering LEA BOP providers the option to receive the audit report for the SFY 2021-22 CRCS electronically through DocuSign instead of certified mail. If LEAs are interested in the DocuSign electronic delivery method, they must fill out the "Consent for Electronic Service of DHCS Audit Reports" form.
- » E-mail the completed form to: LEAAuditQuestions@dhcs.ca.gov.
- » The consent, which must be given annually, can be revoked by the LEA providers by sending written notification to: FAB-FATS@dhcs.ca.gov.

2023-24 Annual Report

- » DHCS will be sending the Annual Report to LEAs in an eblast.
- » DHCS had also reminded the LEAs that the Annual Report this year will require the names and titles of the representatives who signed the statement of Commitment to Reinvest and all other who are part of the LEA Collaborative.
- » The Annual Report was sent out on November 1, 2023, via e-blast.
- » The Annual Report must be submitted electronically to LEA.AnnualReport@dhcs.ca.gov by Wednesday, November 30, 2023.

Community College Claiming Updates

- » DHCS is aware that LEA BOP community college providers have received historical claim denials. Upon researching this issue further, DHCS has determined that some denials are due to the claims processing system assigning LEA BOP claims submitted by community colleges to an incorrect provider type.
- » DHCS is working with the fiscal intermediary to update the claiming logic so that community college claims adjudicate under the correct provider type. System updates are expected to be complete in late December 2023.
- » Once updates are implemented, DHCS will be reaching out to enrolled community colleges to encourage LEA BOP claim submission.

Assembly Bill (AB) 483

- » AB 483 passed on October 8, 2023, and will be effective for SFY 2024-25. Two main components of AB 483 include:
 - Requirement for final settlement within 18 months of the CRCS submission date (interim settlement within 12 months when final settlement has not yet occurred).
 - Targeted technical assistance for LEAs with 25 percent or greater difference between submitted cost settlement and final audited cost settlement amounts.
- » Due to additional staff, LEA BOP Operations Unit will have dedicated analysts to provide technical assistance to LEAs that have a 25 percent or greater audit impact. DHCS has begun providing this technical assistance, even though AB 483 does not require implementation until SFY 2024-25.

Technical Assistance

- » DHCS discussed the current/ongoing outreach for targeted technical assistance in response to AB 483 which includes LEAs that have a 25% (or greater) negative difference between their reported and audited settlement.
- » DHCS reminded LEAs that if they are in need of general assistance they can fill out the [Technical Assistance Form](#) available on the LEA BOP website and submit it to LEA@dhcs.ca.gov.

LEA BOP Quarterly Newsletter

- » LEA BOP sent out its first newsletter on October 17, 2023. The October LEA BOP Quarterly newsletter included the Stakeholder meeting agenda, highlighted

action items for LEAs for Quarters 2 and 3 and provided information about the MER Training, future meetings, and training dates.

- » DHCS plans to send out a newsletter every quarter to notify LEA providers and stakeholders of action items and program information.
- » DHCS plans to publish the newsletters on the LEA BOP website.
- » Contact LEA@dhcs.ca.gov for any ideas or topics for future editions of the newsletter.

General Reminders

- » LEAs needing to communicate an address change must submit the first two pages of the Annual Report (Medi-Cal Provider Enrollment Information Sheet) to: LEA.AnnualReport@dhcs.ca.gov.
- » When e-mailing information that may contain Protected Health Information (PHI), send the message securely by using the “encrypt” feature on Microsoft Outlook or by adding the word “[SECURE]” in brackets in the e-mail subject line.
- » Subscribe to the LEA BOP list serv to receive important information at: <http://apps.dhcs.ca.gov/listssubscribe/default.aspx?list=DHCSLEA>.

Next LEA BOP Stakeholder Meeting:

LEA BOP Quarterly Stakeholder Meeting
January 31, 2024, 10:30 a.m. – 3:00 p.m. PT (Webinar via WebEx)

Future agenda items or training requests may
be directed to the LEA@dhcs.ca.gov inbox.