

IDENTIFICATION OF BUSINESS PROCESSES RELATED TO ALCOHOL AND DRUG PROGRAM (ADP) DRUG MEDI-CAL

Purpose:

The Department of Health Care Services (DHCS) will inform stakeholders and interested parties of the process involved in transferring the administration of Drug Medi-Cal Treatment Program and applicable federal Medicaid functions from the Department of Alcohol and Drug Programs (DADP) to DHCS. This document presents the ADP Drug Medi-Cal business processes as they existed in December 2011, prior to the transition. The business processes are shown in flowcharts.

Background:

As part of the Fiscal Year 2011-12 budget process, the Governor signed Assembly Bill (AB) 106 (Chapter 32, Statutes of 2011), which enacted laws to transfer the administration of the Drug Medi-Cal Treatment Program and applicable federal Medicaid functions from DADP to DHCS, effective July 1, 2012.

Summary:

DHCS and DADP were tasked with identifying key associated business processes targeted for process improvements. Subject matter experts are to identify and record the key business processes of Drug Medi-Cal Treatment Program. The business processes are represented in the flowcharts identified below.

DADP business processes are listed as follows:

- Claims Processing
- Cost Report Acceptance
- Financial Audits and Appeal Process
- Drug Medi-Cal Program Provider Certification Process
- Drug Medi-Cal Estimates aka Office of Applied Research and Analysis Workflow
- Maintenance of the Provider Master File
- County Encumbrance and Payments