DEPARTMENT OF HEALTH SERVICES
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December 3, 1998

TO: All County Welfare Directors
All County Administrative Officers
All County Medi-Cal Program Specialists/Liaisons
All County Public Health Directors

Letter No.: 98-58

USE OF REVISED FORM SAWS 2 FOR MEDI-CAL ONLY

Ref.: All County Welfare Directors Letter Nos. 94-61, 95-40, 98-27, 98-41, E-Mail No. 97075, and California Department of Social Services (CDSS) All County Information Notice No. I-70-97

The purpose of this letter is to provide counties with updated information concerning use of the SAWS 2, Statement of Facts for Cash Aid, Food Stamps, and Medi-Cal/County Medical Services Program, as an application for Medi-Cal only and to clarify information provided in ACWDL 98-41 regarding the use of the Healthy Families/Medi-Cal for Children mail-in application for families.

In the past, only Statewide Automated Welfare System/Interim Statewide Automated Welfare System (SAWS/ISAWS) counties were permitted to use the SAWS 2 form for Medi-Cal only applications. The Department of Health Services also permitted use of the SAWS 2 instead of the MC 210, Statement of Facts, in the counties which were within 12 months of converting into SAWS.

Due to changes in federal law under Personal Responsibility and Work Opportunity Reconciliation Act of 1996, the CDSS revised the SAWS 2 form with an implementation date of January 1, 1998. Information vital to Medi-Cal eligibility determinations has been revised/added, and the form now meets the basic need for core information regarding the Medi-Cal eligibility determination by all counties, including the counties who are not presently on SAWS/ISAWS.

Since the number of counties being added to the automated system is increasing, it is now permissible for all counties to use the SAWS 2 form in lieu of the MC 210 if it is administratively feasible and efficient. However, the **SAWS 2 is a 13-page interactive interview form** and thus **it is more appropriate to use the MC 210 for Medi-Cal only applications as it has only six pages.** For persons wishing to complete the Medi-Cal only application at home and for redetermination cases, the counties must continue to use the MC 210.

It remains mandatory for all Medi-Cal applicants to complete MC 13 (Statement of Citizenship) and review and sign MC 219 (Important Information for Persons Requesting Medi-Cal) forms.

To receive camera-ready copies of the SAWS 2, counties should call the Forms Management Bureau at (916) 654-1907 or CALNET at 437-1907. A supply of the form may also be ordered from:

California Department of Social Services Warehouse
P.O. Box 980788
West Sacramento, CA 95798-0788

Healthy Families/Medi-Cal for Children mail-in application for families

In June 1998, the Medi-Cal mail-in process was implemented for children up to age 19 and for pregnant women applying for pregnancy-related services under the Percent Program. Property is disregarded for the percent programs and a face-to-face interview is not required unless there is a good cause or the applicant requests the interview.

As indicated in the ACWDL No. 98-41, the mail-in forms may be used by county eligibility staff for walk-in Medi-Cal applications for families. In those cases, the information regarding family property is needed and a supplemental form MC 322, (Real and Personal Property), must be completed and verifications provided by the applicant. Other supplemental forms may be required to complete the eligibility determination.

If you have any questions regarding this letter, please call Kveta Simon of my staff at (916) 657-2767.

Sincerely,

ORIGINAL SIGNED BY

ANGELINE MRVA, Chief
Medi-Cal Eligibility Branch