STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY

GRAY DAVIS, *Governor*

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MEDI-CAL ELIGIBILITY PROCEDURES MANUAL LETTER NO.: 259

TO: All Holders of the Medi-Cal Eligibility Procedures Manual

ARTICLE 22 C-7 - COMMUNICATING WITH STATE PROGRAMS-DISABILITY AND ADULT PROGRAMS DIVISION (DAPD) AND DEPARTMENT OF HEALTH SERVICES ABOUT CHANGES AND STATUS

Enclosed is an update to Article 22C-7 regarding a staff change in Los Angeles-DAPD.

Filing Instructions:

Remove Pages:	Insert Pages:
Article 22 Pages 22C-7.1and 22C-7.2	Article 22 Pages 22C-7.1 and 22C-7.2

Questions regarding the above information should be directed to Mr. Terry Durham at (916) 657-2701.

Sincerely,

Original signed by

Richard Brantingham
Acting Chief
Medi-Cal Eligibility Branch

Enclosure

22 C-7 -- COMMUNICATING WITH STATE PROGRAMS-DISABILITY AND ADULT PROGRAMS DIVISION (SP-DAPD FORMERLY SP-DED) AND DHS ABOUT CHANGES AND STATUS

1. NOTIFYING SP-DAPD ABOUT CHANGES

A. MC 222 LA/ MC 222 OAK - DAPD PENDING INFORMATION UPDATE FORM

While a disability evaluation is pending, CWD will notify SPD-DAPD about changes in client's situation which affect eligibility or which would enable SP-DAPD to contact client. MC 222 LA/OAK is used to submit changes and to report information to SP-DAPD.

CWDs who send packets to Los Angeles SP-DAPD will use MC 222 LA. Other CWDs who send packets to Oakland SP-DAPD will use MC 222 OAK.

B. TYPE OF CHANGES TO REPORT TO SP-DAPD

1. Change in client's address.
2. Change in client's name, telephone or message number.
3. Denial or discontinuance of client on basis of nonmedical information (e.g., excess property).
4. Withdrawal of application.
5. Cancellation of Authorization for Release of Information (MC 220) by client.
6. Death of client.
7. Receipt of new medical evidence (attach new medical evidence to MC 222).
8. Availability of interpreter (provide name and phone number).
9. Change in EW.
10. Any other pertinent information which affects SP-DAPD's actions on a pending case.

C. SP-DAPD ADDRESSES

Disability packets from ***Imperial, Los Angeles, Orange, Kern and San Diego Counties*** must be sent to:

California Department of Social Services
Disability and Adult Programs Division
Los Angeles State Programs Branch
P.O. Box 30541, Terminal Annex
Los Angeles, CA 90030
(213) 480-6400 / 8-677-6400 CALNET
FAX: (800) 869-0188

Disability packets from ***all other Counties*** must be sent to:

California Department of Social Services
Disability and Adult Programs Division
Oakland State Programs Branch
P.O. Box 23645
Oakland, CA 94623-0645
(510) 622-3756 / 8-561-3756 CALNET
FAX: (800) 869-0203

D. MC 4033 - DISABILITY LISTINGS UPDATE FORM

CWDs will use MC 4033 to notify the state of any changes to 1) Medi-Cal Liaison List for Disability Issues, or 2) Medi-Cal Liaison List for Quarterly Status Listings for Pending and Closed Disability cases. Check appropriate list and specify items being updated.

These lists are updated on a regular basis and contain names and phone numbers of CWD liaisons which DHS-MEB and SP-DAPD may need to communicate with CWDs.

2. RECEIVING AND REQUESTING CASE STATUS INFORMATION FROM SP-DAPD

A. QUARTERLY COMPUTER STATUS LIST

CWDs will receive a quarterly computer status list from SP-DAPD regarding pending and closed disability cases, along with instructions on its use. If a particular case was forwarded to SP-DAPD prior to most recent quarterly list and does not appear on list, CWD may contact SP-DAPD Program Support Unit by telephone or in writing to obtain status information, as follows:

Los Angeles State Programs Branch

Harriet May
Operations Support Analyst
CDSS - DAPD - LASPB
P.O. Box 30541, Terminal Annex
Los Angeles, CA 90030
(213) 480-6499

Oakland State Programs Branch

Andrew Martinez
Operations Support Analyst
CDSS-DAPD-OSPB
P.O. Box 23645
Oakland, CA 94623-0645
(510) 622-3787/ 8-561-3787 CALNET

B. USE OF DISABILITY LISTINGS UPDATE FORM (MC 4033)

A combined list of Medi-Cal liaisons, district office codes, addresses and telephone numbers will be used to distribute the quarterly status reports. Form MC 4033 (Disability Listings Update) should be used and sent to the Department of Health Services (DHS) to provide updated information to the list. DHS' address is listed on the form.

C. QUESTIONS AND INQUIRIES ON SPECIFIC CASES

In urgent or unusual circumstances, questions and inquiries about specific cases may be directed to the Disability Evaluation Analyst (DEA) assigned to the case, or the Unit Manager. To determine which DEA or Unit is assigned to case, provide client's name and Social Security number to Masterfiles, at the following numbers:

Los Angeles State Programs Branch

Masterfiles:
(213) 480-6400
8-677-6400 CALNET

Oakland State Programs Branch

Masterfiles:
(510) 622-3756
8-561-3756 CALNET