



State of California—Health and Human Services Agency
Department of Health Care Services



GAVIN NEWSOM.
GOVERNOR

DATE: July 11, 2019

PPL No. 19-017

TO: Local Governmental Agency (LGA) Coordinators for the
County-Based Medi-Cal Administrative Activities (CMAA) Program and the
Tribal-Based Medi-Cal Administrative Activities Program (TMAA)

SUBJECT: Revised CMAA and TMAA Invoice Templates

The purpose of this Policy and Procedure Letter (PPL) is to notify LGAs that the CMAA and TMAA invoice templates have been revised. The revised templates dated July 1, 2019, supersede all prior CMAA and TMAA invoice templates. All LGAs must utilize the new CMAA or TMAA invoice templates for regular, corrected, or revised invoicing effective immediately.

The Summary Invoice pages now include a “remit payment to” section where the payment address must be listed. Each payment address must match the address the Department of Health Care Services’ Accounting Division and the State Controller’s Office have on file for mailing payments.

The CMAA unit will provide the revised invoice templates and detailed depictions of the functional and text corrections/adjustments via email with the release of this PPL.

For questions regarding this PPL, please contact the CMAA unit at cmad@dhcs.ca.gov.

Sincerely,

ORIGINAL SIGNED BY DAMITRA HAWKINS

Damitra Hawkins, Chief
County-Based Administrative Activities Unit
Safety Net Financing Division