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Department of Health Care Services



GAVIN NEWSOM
GOVERNOR

Date: **September 18, 2019** **PPL No. 19-019**

To: Local Educational Agencies (LEAs)

Subject: NOTIFICATION OF CHANGE TO THE SUBMISSION REQUIREMENTS
FOR THE THE COST AND REIMBURSEMENT COMPARISON
SCHEDULE

This Policy and Procedure Letter (PPL) notifies Local Educational Agency (LEA) providers participating in the LEA Medi-Cal Billing Option Program of an amendment to the annual submission requirements for the Cost and Reimbursement Comparison Schedule (CRCS).

As a condition for participation in the LEA Program, LEA providers must certify that the public funds expended for LEA Program services are eligible for federal financial participation. This certification is performed through the CRCS reporting process. LEA providers must submit the CRCS report annually to the Department of Health Care Services (DHCS) by the mandated due date, as required by the terms of the Provider Participation Agreement and the California Medicaid State Plan.

Effective beginning with the CRCS for Fiscal Year (FY) 2017-18, due to DHCS by November 30, 2019, LEA providers no longer need to submit duplicate scanned versions of all worksheets of the CRCS that were originally completed using the Excel template. Instead, LEA providers must submit the Excel version of the completed CRCS form (all worksheets), and only the scanned LEA certification page of the CRCS, signed by the LEA's authorized representative. The signed certification page must be saved as a Portable Document Format (PDF) document. DHCS will update the CRCS instruction document for the FY 2017-18 submission to reflect this policy change.

Nothing stated in this PPL shall supersede any state or federal regulations or statutes.

If you have any questions concerning this PPL, please contact the LEA Medi-Cal Billing Option Program, by e-mail at LEA@dhcs.ca.gov.

Sincerely,

ORIGINAL SIGNED BY

Rick Record, Chief
Local Educational Agency Medi-Cal Billing Option Program