

**DEPARTMENT OF HEALTH SERVICES**

714/744 P STREET  
P.O. BOX 942732  
SACRAMENTO, CA 94234-7320  
(916) 654-8076



April 14, 2000

MMCD ALL PLAN LETTER 00004

TO:             County Organized Health System Plans  
                  Geographic Managed Care Plans  
                  Prepaid Health Plans  
                  Primary Care Case Management Plans  
                  Two-Plan Model Plans

SUBJECT:    CALIFORNIA CHILDREN'S SERVICES (CCS) POLICY REGARDING  
                 THE REQUIREMENT THAT ALL CCS APPLICANTS SHALL MAKE  
                 APPLICATION TO THE MEDI-CAL PROGRAM (HEALTH AND SAFETY  
                 CODE SECTION 123995).

Enclosed is the current policy regarding California Children's Services applicants who may be eligible for Medi-Cal. Carefully read the policy and if you have any questions regarding this policy, please contact your contract manager.

*Susanne M. Hughes*  
Susanne M. Hughes  
Acting Chief  
Medi-Cal Managed Care Division

Enclosure

**DEPARTMENT OF HEALTH SERVICES'**

714 / 744 P STREET  
P.O. BOX 942732  
SACRAMENTO, CA 94234-7320  
(916) 654-0499



March 17, 2000

N.L.: 03-0300

Index: Medical Eligibility

TO: ALL COUNTY CALIFORNIA CHILDREN'S SERVICES (CCS) AND  
STATE CHILDREN'S MEDICAL SERVICES (CMS) BRANCH REGIONAL  
OFFICES

SUBJECT: CCS POLICY REGARDING THE REQUIREMENT THAT ALL CCS  
APPLICANTS SHALL MAKE APPLICATION TO THE MEDICAL  
PROGRAM; HEALTH AND SAFETY CODE SECTION 123995

The purpose of this letter is to provide current policy regarding the requirement that all CCS applicants who may be eligible for Medi-Cal shall apply to the Medi-Cal program. This policy is intended to clarify what is expected of an applicant who is referred to Medi-Cal in order to be eligible for CCS.

**BACKGROUND**

As you know, the legal authority to require applicants to make application to the Medi-Cal program in order to be eligible for CCS treatment services is established under Section 123995 (previously Section 275) of the Health and Safety (H&S) Code. Section 123995 states the following:

- A. **The** department shall require all applicants to the program who may be eligible for cash grant assistance or for Medi-Cal to apply for Medi-Cal.
- B. This section shall not be interpreted to prohibit the coverage of services in emergency cases.

The CCS program's current policy for implementing this requirement was developed to correspond with the application process used by Medi-Cal at the time Section 123995 of the H&S Code was enacted. The Medi-Cal application process required a face-to-face interview with all applicants. This changed with the implementation of the Healthy Families (HF) program and expansion of Medi-Cal for children. As a result, children birth to 19 years of age in families with incomes at or below 200 percent of the federal income guidelines are now allowed to use a mail-in application for these programs. The Medi-Cal program no longer requires a face-to-face interview for many of these applicants. Applicants no longer required to have a face-to-face interview include:

1. Infants up to age one with a family income at or below 200 percent of the federal income guidelines
2. Children ages 1 to 6 with a family income at or below 133 percent of the federal income guidelines; and
3. Children ages 6 to 19 with a family income at or below 100 percent of the federal income guidelines.

In addition, Assembly Bill 1107 (Chapter 146, Statutes of 1999) provides, effective July 1, 2000, **ALL** applicants (children and adults) can apply for Medi-Cal through the mail-in application process. The Department of Health Services is currently developing a new mail-in application and a face-to-face interview will not be required for Medi-Cal applicants when it is implemented.

#### POLICY

Since many potential CCS families meet the age and income requirements for using the HF/Medi-Cal mail-in application and simplified application process, the CCS program has established the following policy to be applied in these cases:

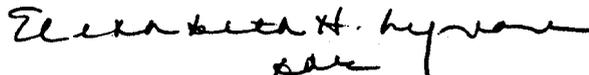
1. The CCS program shall inform all applicants/families of children ages birth to 19 years of age who meet **Medi-Cal's** age and income requirements and are being referred to Medi-Cal that they have the right to use the HF/Medi-Cal mail-in application and simplified application process to apply for **HF/Medi-Cal**
2. If the applicant/family completes the HF/Medi-Cal mail-in application and self-declares that the **application** has been mailed to the HF enrollment contractor, this declaration is **sufficient** to establish that the family has applied for Medi-Cal.
3. No evidence of completing the Medi-Cal eligibility process is required and treatment services shall be authorized if the family has been determined to be financially eligible for the CCS program.
4. The CCS caseworker should periodically check MEDS to confirm if Medi-Cal eligibility has been approved. If Medi-Cal eligibility has not been established within 30 days, the family should be notified to reapply for Medi-Cal or they will lose their CCS eligibility. If there is no action on Medi-Cal eligibility determination

after an additional 30 days, the case should be closed and a notice of action sent to the family.

The following CCS policy remains in effect until July 1, 2000, for those cases where the CCS applicant does not meet **Medi-Cal's** age and income requirements for using the simplified application process and a **Medi-Cal** face-to-face interview is required.

1. Applicants must cooperate, and continue to cooperate, with the Medi-Cal application process until the Medi-Cal application process has been completed. (This includes submitting the required forms and financial/residential information, attending the face-to-face interview, and meeting any other Medi-Cal program requirements.)
2. Applicants must promptly report to CCS the status of their Medi-Cal application, with either the Medi-Cal card or the completed "Notice of Action" form as written evidence of denial. Treatment services shall be authorized prior to the receipt of such evidence when treatment is medically necessary.

If you have any questions regarding this policy, please contact your designated regional office consultant,



Maridee A. Gregory, M.D., Chief  
Children's Medical Services Branch