

Subject:
DHCS – MER Guidance to COEs



**Local Educational Agency
Medi-Cal Billing Option Program**



September 6, 2023

LEA BOP UPDATE

Please do not reply to this e-mail.

To All County Office of Education (COEs) participating in the Local Educational Agency Medi-Cal Billing Option (LEA BOP):

In anticipation of the upcoming Medi-Cal Eligibility Ratio (MER) calculation for state fiscal year (SFY) 2023-24, the Department of Health Care Services (DHCS) would like to provide COE-specific guidance. This email provides guidance on how to extract data to calculate the MER, which is applied in the annual Cost and Reimbursement Comparison Schedule (CRCS) to allocate costs to the Medi-Cal Program. There are further requirements for COEs that have students that are dually enrolled in the COE's special education program and the local school district.

What you need to know

- DHCS will present this information at a MER training on September 14, 2023.

MER Calculation

- On October 4, 2023, LEAs will obtain the snapshot MER data for the SFY 2023-24 CRCS, due in March 2025. The data used to inform the MER calculation will be extracted on the California Basic Educational Data System (CBEDS) census day. COEs must extract a file containing total student enrollment in the COE-operated programs that provide and bill for LEA BOP covered services. This file must include all necessary fields to submit the information as an "input file" through the Medi-Cal secure file transfer protocol (MOVEit). The count of students in the enrollment or "input" file will be the basis for the denominator in the SFY 2023-24 MER calculation.
- COEs will submit the file through MOVEit on or shortly after October 4, 2023. The output file that is generated by DHCS will contain information to determine the Medi-Cal enrolled students that are eligible for Federal Financial Participation in October 2023 (the numerator in the MER calculation).
- The MER calculation for COEs is as follows:

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- MER is based on enrolled COE students who participate in the COE-operated programs that provide and bill for LEA BOP services.
 - The total student enrollment file will be used as the input file in the MOVEit process and will be the denominator in the MER calculation.
 - The denominator should only include students enrolled in the COE.
 - The MOVEit output file will serve as the basis for the numerator.

MOVEit Output File Count = Sum of COE Enrolled Students that are Medi-Cal Enrolled and Eligible for FFP



Count of Medi-Cal Enrolled Students that are eligible for Federal Financial Participation

Total COE Special Education Program Enrollment as of the first Wednesday in October (October 4, 2023).



Total Count of Enrolled Students in the COE

- For the SFY 2023-24 MER, the numerator will be based on the Data Match eligibility enrollment file for all students that are primarily enrolled in the COE (e.g., the students identified as being eligible to include in the denominator).
- The Data Match input file universe is limited to students participating in programs where LEA BOP covered services are provided, not the total COE enrollment figure. The input file will be submitted to DHCS via MOVEit, run against the DHCS eligibility files, and the output for October 2023 will be the basis to identify a count of students for the SFY 2023-24 numerator.
- Note that consistent with SFY 2022-23 methodology, the numerator count will be based on the count of students enrolled in Medi-Cal and eligible to receive Federal Financial Participation (FFP) as of October. See the [October 2022 training slides](#) for additional detail on how to identify the count of students that are both enrolled in Medi-Cal and eligible for FFP in October 2023.
- **Dual Enrollment**

DHCS is aware that there are a limited number of COEs statewide where the MER calculation could include students that are also potentially included in the local districts' MER calculation, since students may be dually enrolled in both the COE special education program and the local district. DHCS would like to clarify how to determine whether the COE will include these dually enrolled students in the upcoming MER calculation.

 - When COEs determine total student enrollment on the CBEDS day, the primary enrollment indicator will be used to determine whether a student

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is eligible to include in the total student population that is submitted to DHCS through MOVEit.

- For the SFY 2023-24 MER, the denominator will be based on where the student is primarily enrolled (e.g., the COE will include the student in the denominator when they are enrolled primarily in the COE and secondarily in the district of residence).
- Primary (versus secondary) enrollment will be defined by the CALPADS enrollment statuses (10 – Primary, 20 – Secondary). Students with a secondary enrollment status should not be included in the file that COEs submit to DHCS through MOVEit, since these students will be included in the local district MER.

We are here to help

- For information regarding the LEA BOP, visit the [LEA BOP website](#).
- For general LEA BOP questions, e-mail DHCS at LEA@dhcs.ca.gov.
- For personalized assistance, request a [Technical Assistance visit](#).

Sincerely,

LEA BOP Staff

LEA Medi-Cal Billing Option Program | Department of Health Care Services



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