

Subject:  
DHCS - LEA BOP Quarterly Newsletter – April 2025



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



## **LEA BOP NEWSLETTER**

**Program Announcements!**

**April 18, 2025**

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This Local Educational Agency Medi-Cal Billing Option Program (LEA BOP) quarterly newsletter highlights important program updates, reminders, and topics that will be discussed at the upcoming quarterly meeting that you will surely want to attend. It also provides information that you will need to know during this fourth quarter of Fiscal Year (FY) 2024-25.

## **LEA BOP Quarterly Meeting (QM)**

The LEA BOP QM provides an opportunity for participating LEAs and program partners to gather, learn about program updates, and participate in focused training on a program-specific topic.

The next QM is on Wednesday, April 30, 2025, from 10:30 a.m. to 3:00 p.m., with a one-hour lunch break.

Some agenda items and updates that the Department of Health Care Services (DHCS) will cover from 10:30 a.m. - 12:00 p.m. are:

- Understanding the Cost and Reimbursement Comparison Schedule (CRCS) Process
  - What to expect after submitting the CRCS
  - What happens when LEAs submit the CRCS late: Policy and Procedure Letter ([PPL No. 21-025](#))
- Using California Immunization Registry (CAIR) Data for Vaccine Documentation in LEA BOP
- Provider Participation Agreement (PPA) Update

The April QM afternoon session starts at 1:00 p.m. and will cover the following topics:

- Reinvestment of Funds featuring the California Department of Education
- Process for LEA BOP Reinvestment of Funds (from an LEA Perspective)
- Supporting Student Mental Health through the LEA BOP

These sessions aim to foster innovative problem-solving and enhance collaboration within the community, along with focused discussion on specific topics.

## **CRCS Corner**

To participate in LEA BOP, providers must certify that the public funds expended for LEA BOP services are eligible for federal financial participation, also known as matching funds. To certify their expenditures, LEAs submit the CRCS to DHCS eight months

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after the fiscal year has ended, on March 1. The CRCS is reviewed by Audits & Investigations (A&I) teams for completeness and compliance. Within one year of the CRCS' due date, every LEA will receive either their audited final settlement or an interim final settlement. For those who receive an interim settlement, the final settlement will be received within 18 months of their CRCS submission date. Once DHCS completes the audit to verify costs on the CRCS, DHCS will recoup any overpayment amount or pay the difference to the LEA if the certified cost exceeds interim reimbursements.

The CRCS filing period for FY 2023-24 will be considered as filed timely through March 31, 2025. The extended filing period is only for the FY 2023-24 CRCS. The extension will not impact the due date for the interim settlements which will be issued by February 29, 2026, for those that did not receive a final settlement. The final settlements will be issued 18 months from the submission date.

## **Helping LEAs Stay Compliant and Keep Their Money!**

The LEA BOP Provider Relations Unit worked diligently on targeted outreach for any LEA with an unfiled CRCS (also referred to as a cost report) to assist them in getting their unfiled cost reports submitted. Technical Assistance (TA) calls were held to provide specific guidance and support to individual LEAs. At the start of this outreach, these LEAs had FY 2022-23 cost reports that were needed to certify their interim reimbursements, which is the first step in keeping those funds with the LEA. The result of these collaborative efforts was incredibly successful and resulted in keeping those LEAs in compliance with the program! The success of this outreach underscores the Provider Relations Unit's dedication to supporting LEAs in ensuring compliance with program requirements. To maintain this momentum, the LEA BOP Provider Relations Unit continues proactive engagement to reinforce best practices and support timely submission moving forward.

## **Action Items for April – June 2025**

- **Have you submitted all your compliance documents?**
  - FY 2024-25 Annual Report to [LEA.AnnualReport@dhcs.ca.gov](mailto:LEA.AnnualReport@dhcs.ca.gov) (due November 30, 2024).
  - FY 2023-24 CRCS to [LEA.CRCS.Submission@dhcs.ca.gov](mailto:LEA.CRCS.Submission@dhcs.ca.gov) (due March 1, 2025, considered timely through March 31, 2025).
- Attend the QM for program updates and the afternoon presentations on Reinvestment of Funds Presentation and Supporting Student Mental Health through the LEA BOP on April 30, 2025.

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- Attend the Random Moment Time Survey (RMTS) and School-Based Medi-Cal Administrative Activities (SMAA) Call on Wednesday, May 21, 2025, from 9:00 a.m. to 9:50 a.m. Any agenda items should be submitted to [SMAA@dhcs.ca.gov](mailto:SMAA@dhcs.ca.gov) by Friday, May 2, 2025.

## Look Ahead: Things to do for July – September 2025

- Attend the August QM and the upcoming LEA BOP trainings (see dates below).
- Review TSP Lists to prepare for FY 2025-26, Quarter 2. Need guidance on what is the best way to develop your TSP list? Please refer to the [October 2024 TSP Training](#).

## Technical Assistance (TA)

DHCS is dedicated to assisting LEA BOP Providers in all aspects of the program to maintain compliance, such as properly completing the CRCS and submitting it on time. TA visits go beyond maintaining compliance – they reflect the LEA BOP Provider Relations Unit’s dedication to empowering LEA BOP Providers through comprehensive support. From offering tailored guidance to fostering program improvement, the LEA BOP Provider Relations Unit plays a vital role in strengthening services and ensuring providers can effectively meet the needs of their communities.

Since July 2024, the Provider Relations Unit has successfully completed over 55 TA with an additional 13 TA visits either in process or scheduled. If you are interested in TA, please fill out the [TA Form](#) and submit it to [LEA@dhcs.ca.gov](mailto:LEA@dhcs.ca.gov). From there, DHCS will help clear up any questions, provide any support you may need, and set up a virtual meeting to discuss items in depth.

**Please note that DHCS’ TA meetings are booking up quickly, so if you are interested, please submit a request as soon as possible to get a timely TA visit.**

## The LEA BOP Reminders, Meetings, and Trainings

Date/Time:	Reminders/Meetings/Trainings:
April 30, 2025	April 2025 LEA BOP Quarterly Meeting

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(10:30 a.m. – 3:00 p.m.)	Reinvestment of Funds Supporting Student Mental Health Through the LEA BOP
May 14, 2025 (11:00 a.m. – 12:00 p.m.)	How to Start and Participate in a Billing Consortium
June 19, 2025 (1:00 p.m. – 2:00 p.m.)	Office Hours: Billing Consortia

**Please note these dates and times are tentative and subject to change.** DHCS will send e-blasts to confirm each training date in advance. Sign up [online](#) to receive updates and additional information on meetings, program policy updates, and reminders.

## Meet the LEA BOP Staff

We want to extend a warm welcome to Natanya Kharat and Trung Tran who have joined the LEA BOP Provider Relations Unit. We want to congratulate Lydia Outland and Ankita Singh on their recent promotions. We would also like to share our excitement that Sherri Crandley will be moving to the LEA BOP Provider Relations Unit. In addition, we are excited to welcome Tiffany Lai to the LEA BOP Policy & Fiscal Unit. Lastly, we would like to extend our best wishes to Shadie Lee and Nicole Gottschalk as they have left DHCS to embark on a new journey in their careers.

### Local Governmental Financing Division

Charles (Chuck) Anders, Acting Division Chief

### Medi-Cal Claims and Services Branch

Regina Zerne, Chief

### School-Based Claiming and Services Section

Stephanie Magee, Chief

LEA BOP Policy & Fiscal Unit

LEA BOP Provider Relations Unit

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<p><b>Areas of expertise:</b></p> <ul style="list-style-type: none"> <li>• Policy</li> <li>• Interim claims processing</li> <li>• SBHIP</li> </ul>	<p><b>Areas of expertise:</b></p> <ul style="list-style-type: none"> <li>• Outreach and enrollment</li> <li>• Technical assistance</li> <li>• RMTS Compliance</li> </ul>
<p><b>Staff:</b></p> <ul style="list-style-type: none"> <li>• Toua Vang, Chief</li> <li>• Tiffany Lai</li> <li>• Mindy Vang</li> </ul>	<p><b>Staff:</b></p> <ul style="list-style-type: none"> <li>• Sarah Borkowski, Chief</li> <li>• Lydia Outland</li> <li>• Ankita Singh</li> <li>• Lacey Allred</li> <li>• Trung Tran *New!</li> <li>• Sherri Crandley * New Transfer!</li> <li>• Natanya Kharat *New!</li> </ul>

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