

# Medicaid Eligibility Ratio (MER)

# **General Overview of the MER**

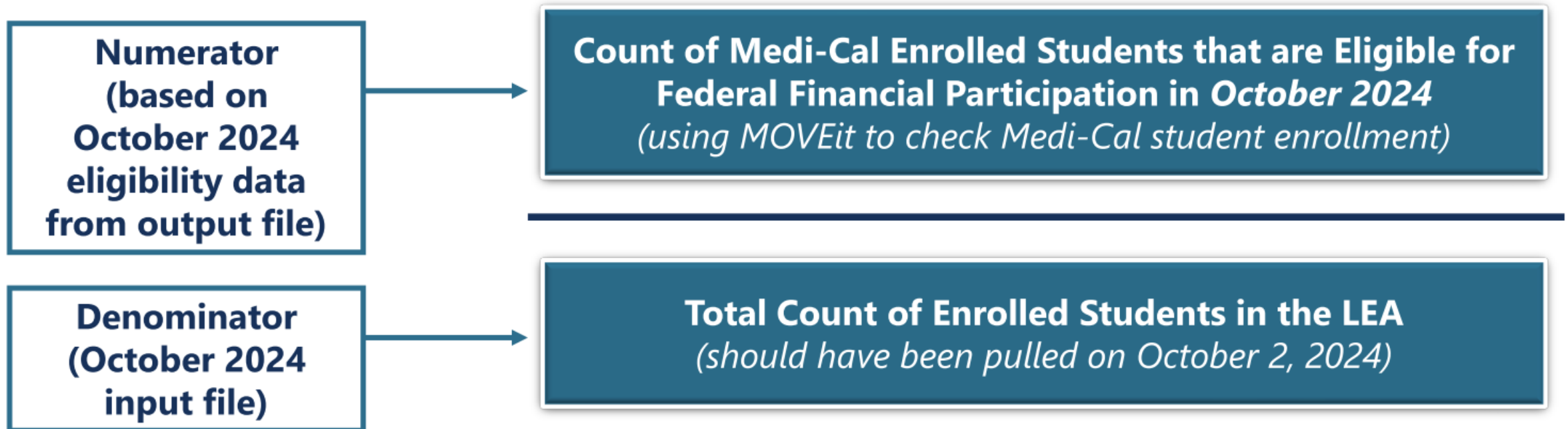


# Medi-Cal Eligibility Ratio

- » The Medicaid Eligibility Ratio (MER) is applied to **allocate costs to the Medi-Cal Program.**
- » The MER is obtained for **a snapshot in time in early October.**
- » **Snapshot date lags 16 months from CRCS due date** (e.g., October 2024 MER will be used for the FY 24-25 CRCS, due in March 2026)
- » MER represents the **percentage** of an LEA's total enrolled students that are enrolled in Medi-Cal and eligible for federal matching funds.
- » Students must be eligible to receive Federal funding to be counted in the numerator of the MER.

# FY 24-25 MER Calculation

- » For the FY 2024-25 CRCS, due in March 2026, the MER calculation is based on data from **October 2024**:

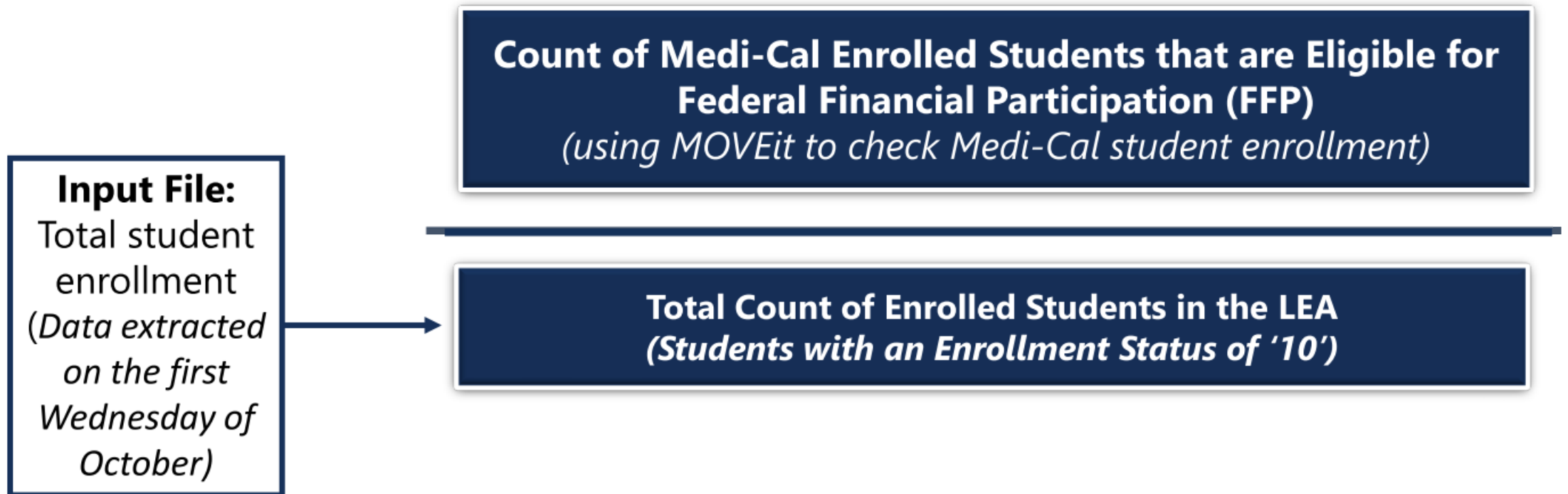


# Total LEA Student Enrollment (FY 2024-25 Denominator)

- » On **Wednesday, October 2, 2024**, all participating LEAs *should have extracted a file containing total LEA student enrollment* using their Student Information System.
  - The file includes all required fields necessary to submit the information through the Medi-Cal secure file transfer protocol (MOVEit).
- » To include the student in the MER denominator, the student should be considered primarily enrolled in an LEA.
  - Primary (versus secondary) enrollment will be defined by the CALPADS enrollment statuses (10 – Primary, 20 – Secondary).

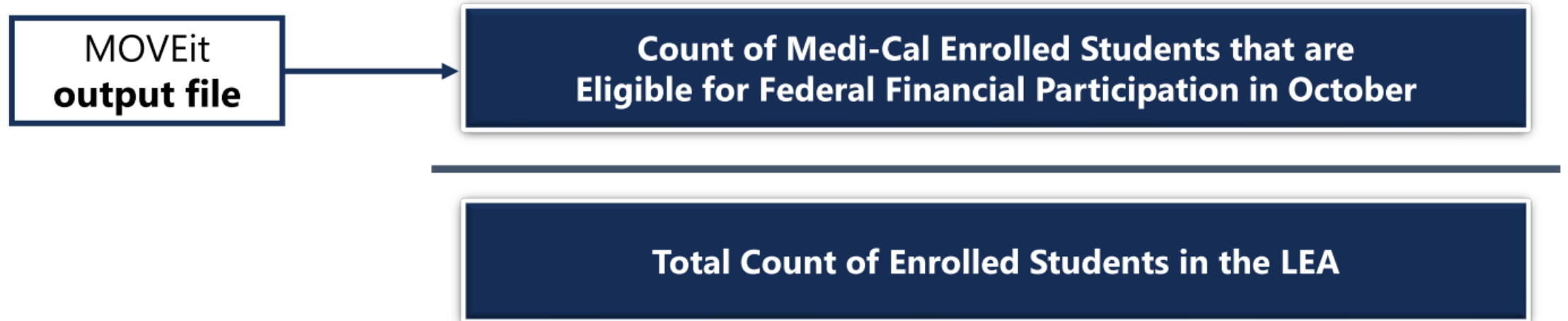
# MOVEit Input File

- » The LEA's total student enrollment file will be used as the **input file** in the MOVEit process and will be the **denominator** in the MER calculation.



# Medi-Cal Enrolled and Eligible Students

- » The MOVEit output file will contain the information to determine the **numerator** in the MER calculation.

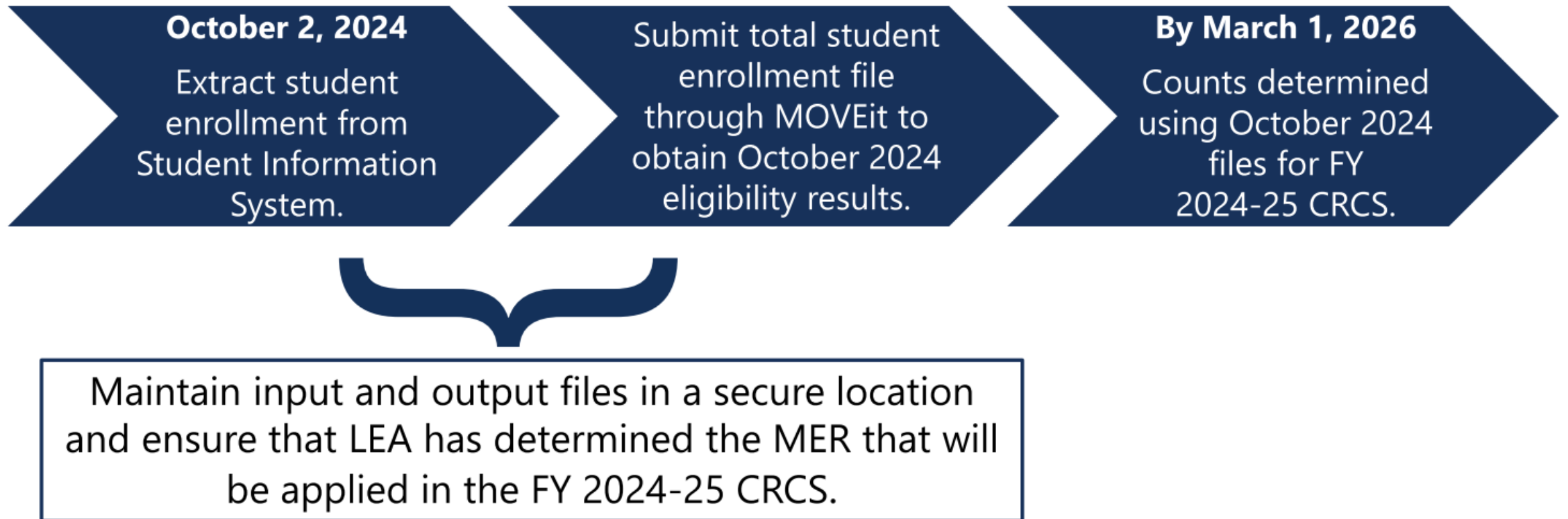


# MER Documentation Reminders

- » Both data files (total student enrollment input file and the MOVEit output file) must be **maintained for audit and/or review purposes**.
- » Files must be maintained for a minimum of 3 years from date of CRCS acceptance.
  - LEAs involved in an audit at the end of the 3-year required retention period must maintain records until the audit is complete.
- » Files will contain highly sensitive Protected Health Information (PHI) and must be **securely stored**.



# FY 24-25 CRCS: MER Timeline



# REMINDER! October 2024 Action Needed

- » Total student enrollment data for the MER that will be used in the **FY 24-25 CRCS (due March 1, 2026)** should have been extracted on **October 2, 2024**.
- » The total student enrollment (input file) must be submitted through MOVEit **to determine October 2024 Medi-Cal enrollment**.
  - If you did not extract enrollment data on October 2, you must do so NOW!
  - Submit the information through MOVEit at any time to determine the count of students that were enrolled in Medi-Cal AND eligible for FFP.
- » For any questions regarding the MER please email us at:  
[LEA@dhcs.ca.gov](mailto:LEA@dhcs.ca.gov)

# Determining the MER Numerator

A decorative wavy line consisting of two parallel, flowing curves. The top curve is a medium blue color, and the bottom curve is a darker blue color. They flow from left to right, with the top curve having a slight peak in the middle and the bottom curve following its path below.

*(Current Medi-Cal Eligible and FFP  
Qualified Students from the MOVEit  
Output File)*


# Summary of FY 24-25 MER Process

1. LEAs identify total LEA student enrollment (enrollment status = 'Primary') on the first Wednesday in October - **October 2, 2024**. This total count is the **MER Denominator**.
2. Submit the **input file** (for students identified in step 1 above) through MOVEit.
3. A MOVEit output file, generated by DHCS, is the **basis for the MER Numerator**.
4. Using the MOVEit output file, LEAs determine the total number of students enrolled in Medi-Cal for October 2024 that are **also** FFP Qualified students.
  - Do not rely solely on the FFP Qualified field to determine the numerator.

# Reading the MOVEit Output File

- » MOVEit returns a comma separated value (CSV) file format that will have column headers.
- » CSV files are commonly used by spreadsheet programs such as Microsoft Excel.
- » The **Data Use Agreement (DUA) Attachment A** contains a file layout that may be referenced however, not required since the Output File will have column headers.
- » The following slides will walk you through the process of reading the output file.


LEAs that received an output file during October 2024 can use the "Current Month Data". Otherwise, use the historical eligibility data for October.



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

**Data Use Agreement  
Attachment A**

Local Educational Agency Medi-Cal Billing Option (LEA BOP)  
Fields for Data Match Files



GAVIN NEWSOM  
GOVERNOR

The following table illustrates the LEA data match file(s) output for the LEA BOP. Please note that the first 105 characters are the return record of the data the LEA provided as input. Output fields include return of the input (positions 1-105) and output positions 106-263.

FIELD	SIZE	POSITION
Social Security Number	9	1-9
Last Name	20	10-29
First Name	15	30-44
Middle Initial	1	45
Date of Birth (CCYYMMDD)	8	46-53
Sex	1	54
Provider Id	9	55-63
School Name	20	64-83
User data	20	84-103
County Code	2	104-105
Beneficiary Identification Card Number	14	106-119
Beneficiary Identification Card Issue Date (CCYYMMDD)	8	120-127
Filler	6	128-133
Match Indicator	1	134
Record Eligibility Indicator	1	135
Filler	1	136
Current Month Data	9	137-145
Eligibility Indicator	1	137
Share of Cost Amount	5	138-142
Cert Day	2	143-144

# Step 1: Open the CSV file in Microsoft Excel

- » In this output CSV file example:
  - » The output file will already have column headers.
  - » This file will be more user-friendly than the previous text file format.

	A	B	C	D	E	F
1	SSN	Last Name	First Name	Middle Initial	DOB	Sex (Optional)
2		LName1	FName1	W	2XXXXXX	M
3		LName2	FName2		2XXXXXX	M
4		LName3	FName3		2XXXXXX	F
5		LName4	FName4	B	2XXXXXX	F
6		LName5	FName5		2XXXXXX	M
7		LName6	FName6		2XXXXXX	F
8		LName7	FName7	L	2XXXXXX	M
9		LName8	FName8		2XXXXXX	F
10		LName9	FName9	S	2XXXXXX	F

# Step 2: Identify the Required Columns

	A	B	C	M	N	O	BO	BP	BQ
1	SSN	Last Name	First Name	Match or No Match	Eligible or Not	Eligible this month	Report Date	FFP Qualified	Type of Alt.
2		LName1	FName1	Y	Y	Y	20231004	Y	
3		LName2	FName2	Y	N	Y	20231004	Y	
4		LName3	FName3	Y	N	Y	20231004	Y	
5		LName4	FName4	Y	Y	N	20231004		
6		LName5	FName5	Y	N	Y	20231004	Y	
7		LName6	FName6	Y	Y	N	20231004		
8		LName7	FName7	Y	N	Y	20231004	N	
9		LName8	FName8	Y	Y	N	20231004		NO ALTER
10		LName9	FName9	Y	Y	Y	20231004	Y	

## » Important data fields:

- **If the MOVEit output file is received in October 2024**, the “Current Month Data” Eligibility Indicator (“Eligible this month” column) may be referenced.
- **If the MOVEit output file is received at any point after October** your LEA must locate the historical eligibility data.
- FFP Qualified (“FFP Qualified” column)

# Step 3: Determine the Numerator

**To determine the numerator for the MER calculation:**

1. Eligible this month = Y;

**AND**

2. FFP Qualified = Y

	A	B	C	O	BP
1	SSN	Last Name	First Name	Eligible this month	FFP Qualified
2		LName1	FName1	Y	Y
3		LName2	FName2	Y	Y
4		LName3	FName3	Y	Y
5		LName4	FName4	N	
6		LName5	FName5	Y	Y
7		LName6	FName6	N	
8		LName7	FName7	Y	N
9		LName8	FName8	N	
10		LName9	FName9	Y	Y
11		LName10	FName10	Y	Y

**Note:** In the example above, 7 students are eligible for the current month, and 6 of the 7 eligible students are eligible for both the current month **and** FFP Qualified. Therefore, the MER numerator is 6.



# Including the MER Counts in the FY 2024-25 CRCS

- » The MER is one of several allocation statistics that is used to determine total allowable Medi-Cal costs.
- » Allocation Statistics worksheet contains two data entry cells

Medi-Cal Eligibility Ratio:	
Number of Medi-Cal Enrolled Students in the LEA	1,972
Total Number of Students Enrolled in the LEA	4,122
Calculated Medi-Cal Eligibility Ratio	47.84%

Count of Medi-Cal Enrolled Students  
that are Eligible for FFP

Total Count of (Primary) Enrolled  
Students in the LEA

- » Reminder that LEA BOP billing consortia must report the students for **all member LEAs** in the lead LEA's CRCS.