

Subject:

DHCS – LEA BOP Consent to Receive FY 2024-25 Audit Reports Electronically



## Local Educational Agency Medi-Cal Billing Option Program

**February 25, 2026**

### **LEA BOP NOTIFICATION**

*Please do not reply to this e-mail.*

To All Local Educational Agency Medi-Cal Billing Option Program (LEA BOP) Partners:

The Department of Health Care Services (DHCS) would like to notify all program partners that LEA BOP Providers must submit a Cost and Reimbursement Comparison Schedule (CRCS) annually to certify the public funds expended for LEA services pursuant to the requirements of the Code of Federal Regulations (CFR), Title 42, Part 433.5. Once submitted, DHCS will review and audit the submitted report and subsequently provide a summary of findings and adjustments through an audit report. DHCS is offering LEA BOP Providers the option to receive the audit report for the fiscal year (FY) 2024-25 CRCS electronically through DocuSign instead of certified mail. LEAs interested in this electronic delivery method must complete the "Consent for Electronic Service of DHCS Audit Reports" form located on the LEA BOP [CRCS web page](#). The form is also attached for your reference.

### **What you need to know**

- Submit the completed form along with your FY 2024-25 CRCS [LEA.CRCS.Submissions@dhcs.ca.gov](mailto:LEA.CRCS.Submissions@dhcs.ca.gov).
  - For LEAs who have already submitted the FY 2024-25 CRCS and would like to sign up for electronic delivery, please submit the completed form to [LEAAuditQuestions@dhcs.ca.gov](mailto:LEAAuditQuestions@dhcs.ca.gov).
  - The form is due by **Monday, March 2, 2026**.
- Once signed up for electronic delivery, LEAs must inform DHCS of any changes to their specified service e-mail address at least 30 days before switching. The consent can be revoked by the provider through written notification sent to DHCS via e-mail at [LEAAuditQuestions@dhcs.ca.gov](mailto:LEAAuditQuestions@dhcs.ca.gov).
- Please note, this form will be required on an annual basis for each reporting period's audit report. DHCS will notify providers each year of this requirement.

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### **Why this is important**

Instead of using certified mail, DHCS will now provide the option to send audit reports electronically to LEAs, which is both faster and more secure.

### **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](mailto: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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