

Subject:  
DHCS - LEA BOP October Newsletter



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



**LEA BOP NEWSLETTER**  
**Program Announcements!**  
**October 29, 2024**

This Local Educational Agency Medi-Cal Billing Option Program (LEA BOP) quarterly newsletter highlights important program updates and reminders, as well as what topics will be discussed at the upcoming quarterly meeting that you do not want to miss.

Subject:

DHCS - LEA BOP October Newsletter

## **DHCS Spotlight**

Local Educational Agencies (LEAs) enrolled in LEA BOP must submit the annual Cost and Reimbursement Comparison Schedule (CRCS) to the Department of Health Care Services (DHCS) by March 1 each year. DHCS' Audits & Investigations (A&I) staff review the CRCS submission for completeness and conduct a compliance audit. In this spotlight, we would like to share with you more about the A&I partners and all the tremendous work that they have done moving through over 2,900 cost reports with the new payment methodology from fiscal years (FYs) 2015-16 through 2022-23. As a result, LEA BOP Providers are seeing the results of the new payment methodology, authorized by State Plan Amendment 15-021, in the final audited settlements. We are pleased to report that over \$550 million dollars has been issued as "under payments" for the backcasted cost reporting years that have been processed to date; please note that this is not the final number as not all backcasted cost reports have been submitted and/or audited. DHCS expects this number to continue to grow as the A&I team continues to work through the remaining cost reports. We are grateful for A&I completing this big effort - moving through seven CRCS reporting periods within 19 months. Additionally, we would like to note that the auditors have taken opportunities to work with LEAs in instances where there were errors on the cost report, resulting in LEAs avoiding recoupments. Please join us in thanking our A&I partners for their collaboration and efforts as they continue to support the LEA BOP through the cost reconciliation process.

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

The LEA BOP QM provides an opportunity for participating LEAs and program partners to gather together, learn about program updates, and participate in a focused training on a program-specific topic. The next QM is on Wednesday, October 30, 2024, from 10:30 a.m. to 3:00 p.m. with a one-hour break for lunch.

Some agenda items and updates that DHCS will cover from 10:30 a.m. - 12:00 p.m. are:

- LEA BOP Administrative Withhold
- Centers for Medicare and Medicaid Services Guidance (payment methodology/transportation)
- Data Use Agreement (DUA) for FYs 2024-27 reminder
- Annual Report (AR) FY 2024-25
- General Reminders, including Mental Health Coordination and Alternative Format
- Technical Assistance

Subject:  
DHCS - LEA BOP October Newsletter

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

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

- Recap of LEA BOP Provider Billing Forum 1
- LEA BOP Provider Billing Forum 2: Cost and Reimbursement Comparison Schedule (CRCS)
  - LEA BOP Cost Settlement Background
  - Components of the CRCS
  - Summary of the CRCS Audit Process
  - Assembly Bill 483 – Impact on the CRCS Audit Process
- Updated training on the Medi-Cal Eligibility Ratio (MER)
- LEAs participating in both the LEA BOP and the Children and Youth Behavioral Health Initiative (CYBHI) Fee Schedule program: CRCS Changes for these LEAs

## Technical Assistance (TA)

DHCS is thrilled to share that the LEA Operations Unit has completed a total of 53 Technical Assistance (TA) visits from July 2023 through July 2024. The LEA Operations Unit's expertise and dedication to assisting LEA BOP Providers in all aspects of the program to maintain compliance is commendable.

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. 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 set up a virtual meeting with you to help clear up any questions and provide any support you may need. **Please note that DHCS' TA visits are booking up quickly, so if you are interested, please submit a request as soon as possible to get a timely TA visit.**

Subject:

DHCS - LEA BOP October Newsletter

If you have a large difference between your reported CRCS and the final audited settlement amount, DHCS will contact you with an offer of TA to go over the adjustments made to your CRCS and answer any questions you have about how the final settlement was determined. This TA will assist in keeping major adjustments from becoming an ongoing issue.

## Action Items for October – December 2024

- All participating LEAs (*except colleges*) must extract a file containing the total LEA student enrollment number using their student information systems on the California Basic Educational Data System (CBEDS) Census Day, **Wednesday, October 2, 2024**. Please note, the total student enrollment data will be utilized as the denominator in the Medi-Cal Eligibility Ratio (MER) calculation when completing the CRCS for FY 2024-25 (due March 1, 2026). Please see DHCS' [September 2023 MER Training \(ca.gov\)](#) for more information. Instructions for colleges will be forthcoming.
- All participating LEAs must submit a signed Data Use Agreement (DUA) by **Friday, November 1, 2024**. The LEA BOP DUA is an agreement between DHCS and the LEA, and the LEA's contracted billing vendor when a vendor is utilized, for disclosure and use of Medi-Cal data containing members' Medi-Cal enrollment information. DUA's ensure data sharing complies with legal and regulatory requirements, protects privacy and confidentiality, and clarifies the responsibilities and rights of all parties involved.
- The Annual Report (AR) allows LEAs to provide the most up to date contact information as well as any changes that have been made. Please submit your AR by **Saturday, November 30, 2024**.
- The Random Moment Time Survey (RMTS) is part of the new payment methodology that is described in the Spotlight at the beginning of this newsletter. RMTS is a federally approved, web-based statistical sampling method that is used to capture the amount of time spent providing both direct services, and administrative activities if you participate in the School-Based Medi-Cal Administrative Activities (SMAA) Program, to students at the LEA. Work closely with the Local Educational Consortia (LEC) that coordinates the RMTS region that your LEA is in to ensure that deadlines for the RMTS are met. Each RMTS region has their own specific due dates and timelines. Upcoming deadlines include:
  - Creating a Time Survey Participants (TSP) list. TSPs are identified by LEA BOP Coordinators as direct service practitioners providing LEA BOP services. Listing these practitioners in the RMTS as TSPs allows the LEA to then add the practitioners' costs to the CRCS cost report. Practitioners who are not on the RMTS TSP list may not be claimed on the cost report for that quarter. Please remember to update your LEA's TSP List for FY 2024-25 Quarter 3.

Subject:

DHCS - LEA BOP October Newsletter

- Once in the RMTS, it is possible that a random moment, literally one minute, will be assigned to one of your practitioners/TSPs. It is very important that they respond to the questions about that moment/minute because the RMTS data leads to the direct medical services percentage, which is part of the LEA BOP payment methodology. Please remember to work with your TSPs to ensure that moments are responded to timely.

## Look Ahead: Things to do for January – March 2025

- Attend LEA BOP trainings (see dates below)
- CRCS due Saturday, March 1, 2025

## The LEA BOP Reminders, Meetings, and Trainings

Date/Time:	Reminders/Meeting/Training:
October 30, 2024 (10:30 a.m. – 3:00 p.m.)	LEA BOP Quarterly Meeting Provider Billing Forum 2/MER Training/CRCS for LEAs in both LEA BOP and CYBHI
November 1, 2024	Data Use Agreement Due
November 30, 2024	Annual Report Due
December 13, 2024 (10:00 a.m. – 11:30 a.m.)	FY 2023-24 Cost and Reimbursement Comparison Schedule (CRCS) Training
January 13, 2025 (1:00 p.m. – 2:30 p.m.)	FY 2023-24 CRCS Office Hours - First Check-In

Subject:  
DHCS - LEA BOP October Newsletter

January 29, 2025 (10:30 a.m. – 3:00 p.m.)	LEA BOP Quarterly Meeting Common Audit Findings Documentation: General and Code 2A Training
February 5, 2025 (1:00 p.m. – 2:30 p.m.)	FY 2023-24 CRCS Office Hours - Second Check-In Workshop: Common Audit Adjustments and How to Prevent Them
March 1, 2025	CRCS Due
April 30, 2025 (10:30 a.m. – 3:00 p.m.)	LEA BOP Quarterly Meeting Supporting Mental Health Through LEA BOP
May 14, 2025 (11:00 a.m. – 12:30 p.m.)	How to Start and Participate in a Billing Consortium
June 19, 2025 (1:00 p.m. – 2:30 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. Please sign up [online](#) to receive updates and additional information on meetings, program policy updates, and reminders.

## Meet the LEA BOP Staff

We bid farewell to Derrick DeTrinidad and congratulate him on his new position. We are excited to welcome Lacey Allred to the LEA Operations Unit as the new Staff Services Analyst. Below is an organization chart of the Local Governmental Financing Division (LGFD) division with a description of how the two LEA BOP teams (LEA Program Unit and LEA Operations Unit) share responsibility of the administration of the program.

### Local Governmental Financing Division

Charles (Chuck) Anders, Acting Division Chief

Subject:  
DHCS - LEA BOP October Newsletter

**Medi-Cal Claims and Services Branch**

Regina Zerne, Chief  
Rida Munir, Student Behavioral Health Incentive Program (SBHIP)

**School-Based Claiming Services Section**

Stephanie Magee, Chief

LEA Program Unit	LEA Operations Unit
<b>Areas of expertise:</b> <ul style="list-style-type: none"><li>• Policy</li><li>• Interim claims processing</li><li>• SBHIP</li></ul>	<b>Areas of expertise:</b> <ul style="list-style-type: none"><li>• Outreach and enrollment</li><li>• Technical assistance</li><li>• RMTS Compliance</li></ul>
<b>Staff:</b> <ul style="list-style-type: none"><li>• Danitzia Singh, Chief</li><li>• Toua Vang</li><li>• Shadie Lee</li><li>• Mindy Vang</li><li>• Sherri Crandley (SBHIP)</li></ul>	<b>Staff:</b> <ul style="list-style-type: none"><li>• Sarah Borkowski, Chief</li><li>• Rehana Sharma</li><li>• Lydia Outland</li><li>• Ankita Singh</li><li>• Lacey Allred *New!</li></ul>

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