

Subject:
DHCS – LEA BOP MER Calculation Guidance FY 2024-25



Local Educational Agency Medi-Cal Billing Option Program

September 20, 2024

LEA BOP Reminder *Please do not reply to this e-mail.*

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

This e-mail provides a time-sensitive reminder for all LEA BOP Providers on how to calculate the Medi-Cal Eligibility Ratio (MER) for the Fiscal Year (FY) 2024-25 Cost and Reimbursement Comparison Schedule (CRCS), due March 1, 2026.

What you need to know

- On the California Basic Educational Data System (CBEDS) census day of **Wednesday, October 2, 2024**, all LEAs (*except colleges*) must extract a data file containing total LEA student enrollment using their Student Information System.
 - The extraction must include all required fields that are necessary for identifying students with Medi-Cal enrollment. This necessary information is described in the Attachment A, attached, of the 2021-24 Data Use Agreement. The data file will be submitted through the Medi-Cal secure file transfer protocol (MOVEit).
 - 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.
 - To include the student in the MER denominator, the student should be considered primarily enrolled at that LEA. Primary enrollment will be defined by the California Longitudinal Pupil Achievement Data System (CALPADS) enrollment status, 10 – Primary and 20 – Secondary. Only students with a "10" enrollment status should be included in the student enrollment file.

Subject:

DHCS – LEA BOP MER Calculation Guidance FY 2024-25

- The MOVEit output file will contain the information to determine the numerator in the MER calculation. For students to be included in the numerator, they must be enrolled in Medi-Cal in October 2024 **and** be qualified for matching Federal Financial Participation (FFP) funds as identified in the FFP Qualified column of the data match output file as indicated with a “Y”.
- Both data files (total student enrollment input file and the MOVEit output file) must be maintained for audit and/or review purposes. FY 2024-25 CRCS audits will not take place until at least July 2026.
 - Note that these files will contain highly sensitive Protected Health Information (PHI) and must be securely stored.
- An updated MER training will be provided in the LEA BOP Quarterly Stakeholder Meeting on October 30, 2024. We will be sending out more information about the Quarterly Stakeholder Meeting via e-blast.
- Reminder! Only submit the student enrollment files through MOVEit to protect students’ personally identifiable information. Do not send the student enrollment input file to the LEA inbox.

Why this is important

The MER is calculated annually and contributes to the payment methodology for the CRCS for cost settlement purposes. Enrollment information is part of the payment methodology and must be accurate.

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](#)



The information contained in this E-mail document is confidential and intended only to be viewed by the recipient listed above. If you are not the intended recipient (or the employee or agent responsible to deliver this to the intended recipient), you are hereby notified that any distribution or copying of this document is strictly prohibited. If you have received this document in error, please contact the sender listed above and destroy the document.

To subscribe or unsubscribe to DHCS communications about the LEA BOP, please use [this link e-mail subscription web page](#).