



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



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TO: ALL COUNTY WELFARE DIRECTORS Letter No.: 09-47
ALL COUNTY MEDI-CAL PROGRAM SPECIALISTS/LIAISONS
ALL COUNTY MEDS LIAISONS

SUBJECT: ACCESS TO THE MEDI-CAL ELIGIBILITY DATA SYSTEM FOR
COUNTY CHILD WELFARE SERVICES AGENCIES

This letter provides County Welfare Departments (CWD) with instructions for disabling access to the Medi-Cal Eligibility Data System (MEDS) for county Child Welfare Services (CWS) workers.

The California Department of Health Care Services provides county CWS agencies with access to MEDSLITE, an Internet-based program that contains information tailored for CWS workers. Verification of public assistance program eligibility is vital to county CWS agencies and access to the data could have a direct impact on the health and welfare of at-risk youth.

County CWS agencies must verify public assistance program eligibility using MEDSLITE instead of MEDS. County CWS agencies are not authorized to view the Social Security Administration data that is contained within MEDS. CWDs must review MEDS accounts assigned to the CWDs and delete any MEDS accounts that are assigned to county CWS agency workers.

County CWS workers obtain access to MEDSLITE via a county Single Point of Contact (SPOC) person, who submits a request along with the appropriate documentation to a MEDSLITE coordinator at the California Department of Social Services (CDSS). Each county CWS agency has been provided an allocation of User IDs to access MEDSLITE, and changes within that allocation are to be forwarded by the county CWS agency via the SPOC to the CDSS. A forthcoming All County Information Notice (ACIN) from CDSS will provide county CWS agencies with information on MEDSLITE.

Many county CWS agencies are not separate and distinct county organizations from the CWDs. For CWDs that have an integrated structure in which the CWDs are also responsible for CWS functions, CWD workers in an integrated organization may only use MEDS when performing duties directly related to the administration of the Medi-Cal program. As outlined in California Welfare & Institutions Code §14100.2, these activities include, but are not limited to: establishing eligibility and methods of reimbursement; determining the amount of medical assistance; providing services for recipients; conducting or assisting an investigation, prosecution, or civil or criminal proceeding related to the administration of the Medi-Cal program; and conducting or assisting a legislative investigation or audit related to the administration of the Medi-Cal program.

CWDs may not use MEDS for CWS activities. CWDs must terminate MEDS access for CWD workers that primarily perform CWS activities. For further information on how to delete MEDS accounts for CWD workers whose primary job functions include CWS activities, please contact your county MEDS coordinator. For CWDs that operate in an integrated manner, the MEDS Coordinator may also be the SPOC that submits MEDSLITE account requests to the CDSS.

DHCS will provide CWDs with further MEDSLITE instructions in the event that DHCS provides MEDSLITE access to additional groups. If you have any questions concerning the information in this letter, please contact Ms. Jennifer Lonsway at (916) 319-9564 or at Jennifer.Lonsway@dhcs.ca.gov.

ORIGINAL SIGNED BY:

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