

DEPARTMENT OF HEALTH SERVICES

714/744 P STREET  
SACRAMENTO, CA 95814



July 30, 1985

To: All County Welfare Directors  
County Administrative Officers

Letter No. 85- 55

MINUTES FROM THE CWDA/DHS CORRECTIVE ACTION SUBCOMMITTEE MEETING  
OF JUNE 11, 1985

Attached are the minutes from the CWDA/DHS Medi-Cal Corrective Action Subcommittee meeting which was held Tuesday, June 11, 1985.

If you or your staff have any questions or wish to provide input, please contact one of the committee members identified in the minutes.

Sincerely,

Original signed by

Connie Hudson for  
Doris Z. Soderberg, Chief  
Medi-Cal Eligibility Branch

Attachment

Expiration Date: August 30, 1985

Attachment

Minutes from the June 11, 1985 Meeting of the CWDA/DHS Medi-Cal  
Corrective Action Subcommittee

1. Members Present:

Bill MacFadden -- Los Angeles County

Ann Lashbrook -- Merced County

Virginia Hickey -- Napa County

John LaRoche -- Orange County

Lin Semenchuk -- Sacramento County

Kathy Trenery -- San Bernardino County

Bob Macaluso -- Department of Health Services (DHS) Audits  
and Investigations Division

Marlene Ratner -- Department of Health Services (DHS)  
Eligibility Branch

Vicki Anthony -- Department of Health Services (DHS)  
Eligibility Branch

2. At the last meeting the subcommittee members shared draft corrective action products aimed at reducing income errors. At this meeting the members reviewed and discussed revisions to these products as well as other corrective actions.

Following are income errors by category and the corrective action products to reduce these errors.

A. Errors Relating to Conversion of Income to Monthly Amounts

Kathy Trenery submitted a monthly income computation chart with changes recommended by the subcommittee. An annual employment contract was added to the types of income. The chart (reverse side) was expanded to show how Unemployment and Disability Insurance Benefits (UIB/DIB) are treated and to provide clues for reading pay stubs. A sample pay stub will be included on the chart. Kathy will follow up.

Lin Semenchuk will obtain sample pay stubs as an attachment to the chart. Samples will include a waitress pay stub (to include tips, meals, uniform allowance, etc.), Social Security and Veterans

Administration award letters and check stubs, a DIB award letter and check stub, and stubs for bi-weekly, semi-monthly and monthly pay periods.

B. Errors Related to In-kind Income (IKI)

Lin provided the chart on IKI (which includes the definition of IKI, types of IKI, how IKI is valued and examples). The IKI tables were added to the back of the page as recommended by the subcommittee last month. Lin will follow up on minor changes.

The subcommittee may request DHS to change IKI policy to be consistent with that of AFDC, i.e., allow the client to chose IKI chart values or provide verification of lesser amount. Amounts should also be consistent with AFDC. (Subsequent to this meeting, subcommittee members were informed by DHS that the specific in-kind income amounts in Title 22 are being replaced by methodology used to compute IKI. This will enable DHS to implement by ACWD Letter annual COLA adjustments consistent with AFDC. This regulation is expected to be effective January 1986.)

3. Ann Lashbrook presented suggestions for Medi-Cal form revisions.

A. MC 217 Responsibility Checklist

The subcommittee agreed that a section should be added regarding the client's responsibility to report changes in Medicare and other health/dental/vision insurance premiums.

The members discussed the merits of combining the MC 216 Rights of Persons Requesting Medi-Cal, MC 217 Medi-Cal Responsibilities, and MC 218 Privacy and Confidentiality Notification into a two sided cover page for the MC 210. This would correspond to the CA 2 cover page. The subcommittee agreed to make this recommendation to DHS.

B. MC 176S Status Report

The subcommittee agreed to recommend the following addition to Part B. 1: 1) add "room or property" after "rental" in line 5 and 2) "interest or dividends" after "gifts" in line 6. The members agreed that the section on Health Insurance and Medicare was unclear. John LaRoche will reformat this section.

C. MC 176M Share of Cost Determination

The subcommittee's discussion of this form centered on the "rounding" issue. It was confirmed that current policy is stated in the Eligibility Manual and that it is consistent with AFDC.

D. MC 210 Statement of Facts

The subcommittee agreed to recommend that DHS add a line to #31 to include dental and vision plans.

4. The subcommittee discussed developing guides on self-employment income. The members agreed to recommend that DHS include such a guide in the Procedural Manual which is now being revised. The members were concerned about possible duplication of effort between the subcommittee's corrective action activities and activities of the DHS/county welfare department committee that is revising the Procedural Manual.
5. The members agreed to send the subcommittee's report on income errors/corrective actions to CWD directors and to request feedback. Bill MacFadden will draft a cover letter for the report. John LaRoche will draft two letters with the subcommittee's recommendations to DHS: Recommended form changes will be addressed to Karla Gurley; recommended policy changes will be addressed to the policy section.
6. The next meeting is scheduled for Tuesday, July 9, 1985.