

DEPARTMENT OF HEALTH SERVICES

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(916) 657-2941



September 13, 1996

Medi-Cal Eligibility Branch Information Letter No.: I-96-31

TO: All County Welfare Directors
All County Administrative Officers
All County Medi-Cal Program Specialists/Liaisons
All County MEDS Coordinators

COUNTY CONTACT LISTS

Note.: This All County Welfare Directors Letter (ACWDL) Is Only Applicable to County Welfare Department Staff And County Administrative Officers

Enclosed is a copy of the Medi-Cal Eligibility Branch's (MEB) county contact mailing list for your county which is updated as MEB receives changes from your county. This list contains all updates received prior to August 7, 1996. Please review the enclosed mailing list and make any corrections and/or updates that may be required.

The following defines the information printed on the mailing address list:

COUNTY CONTACT LIST

The name and address information is displayed on the left-hand side of the county contact list; the center columns indicate the type of mailings (if any) the individual wishes to receive, the number in parenthesis to the left of the center column (if present) indicates multiple copies sent, and the right-hand side of the page includes a phone number and information about the county position(s) held by that person.

1. **Mailing Information**

The codes in the center columns indicate the type of mailing desired. Those codes explained below:

D = Director, column 1

A = ACWDL, column 1

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M = MEDS, column 2

P = Phone Listing, column 3

E = Eligibility Policy Liaison, column 4

C = CMAG, column 5

I = IEVS, column 6

U = IEVS Users, column 6

- 1) A "D" in column "1 indicates information that will be mailed to the director of each county, that includes a copy of ACWDLs.
- 2) An "A" in column "1 indicates a copy of the ACWDLs will be mailed to that individual.
- 3) A "M" in column "2 indicates a copy of any MEDS information will be mailed to that individual.
- 4) The "P" is not used at this time as the MEDS phone contact list has been moved online to Emc2/TAO.
- 5) An "E" in column "4 indicates a copy of Medi-Cal policy changes or action information will be mailed to that person.
- 6) An "C" in column "5 indicates a copy of any written California MEDS Advisory Group information will be mailed to that individual.
- 5) An "I" in column "6 indicates a copy of any written Income Eligibility Verification System (IEVS) information will be mailed to that individual.
- 7) An "U" in column "6 indicates a copy of any written information that will be mailed to an IEVS user.

2. Position Information

Asterisks to the left of the position title indicate the positions held by each person on the county contact list. For some names and addresses there may be no applicable position. Please indicate positions held by each person on the county contact list.

Following are brief descriptions of each position title used in the address list:

Welfare Director	The director of the county welfare department.
County Administrative Officer	The administrative officer for the county (CAO).
Medi-Cal Eligibility Liaison	The county staff person designed to maintain primary contact with the Department of Health Services (DHS), Medi-Cal Eligibility Branch (MEB) regarding program and policy concerns.
Medi-Cal Corrective Action Liaison	The county staff person designed to maintain primary contact with MEB regarding QC errors/corrective action.
MEDS Network-Medi-Cal, Food Stamps, and AFDC Coordinator	The primary contact between the DHS and the county MEDS Network operations in the welfare department. The county may have separate coordinators for the three main program areas: AFDC, Food Stamps, and Medi-Cal. The primary coordinator(s) are responsible for receiving, interpreting, and disseminating MEDS Network information to appropriate county staff. The alternate MEDS network coordinator(s) assumes the responsibilities during periods when the primary coordinator is not available. Counties may have more than one alternate coordinator.
MEDS Network Electronic Data Processing Coordinator	A county staff person responsible for electronic data processing system operation or development related to the MEDS Network.
MEDS Network Security Coordinator	The county staff person responsible for coordination with the DHS on MEDS Network security, including requesting password changes and establishing the levels of MEDS Network access and update capability of county personnel.

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IEVS Program Contact	The IEVS program contact is responsible for the planning and coordination of all IEVS activities within the county. He/she is the primary contact for all IEVS programs within the county.
IEVS Electronic Data Processing Contact	A county staff person responsible for electronic data processing issues/questions related to IEVS within the county.
IEVS User Group	A committee consisting of members of the DHS, Department of Social Services (DSS) and various county representatives. The committee identifies problems and ensures consistency and compliance with state and federal procedures for the IEVS process.

Following are abbreviations for these positions titles:

AFDC	-	AFDC Liaison
FS	-	Food Stamp Liaison
EDP	-	Electronic Data Processing Coordinator
Prog	-	IEVS Program
UG	-	IEVS User Group
MC	-	Medi-Cal Liaison
Security	-	Security Coordinator

Position title may sometimes be described by codes listed to the right of the position titles. These codes are described below:

P	-	Primary Coordinator
A	-	Alternate Coordinator

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3. Updating the Mailing Address List

Changes to the mailing address list should be submitted immediately, as they occur, in writing:

Al Brinsfield
Department of Health Services
Medi-Cal Eligibility Branch
714 P Street, Room 1650
Sacramento, CA 95814

Or via MEDS Electronic Mail to: ABRINSFI

If you have any questions regarding this letter, please contact Al Brinsfield of my staff at (916) 657-0837.

Sincerely,

Original signed by

Frank S. Martucci, Chief
Medi-Cal Eligibility Branch

Enclosure