



TOBY DOUGLAS
DIRECTOR

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



EDMUND G. BROWN JR.
GOVERNOR

DATE: September 26, 2014

PPL No. 14-013

TO: Local Governmental Agency (LGA) Coordinators participating in the County-Based Medi-Cal Administrative Activities (CMAA) and/or Targeted Case Management (TCM) Program.

SUBJECT: **Revised Time Survey Code Placement Related To TCM Only Activities**

This Policy and Procedure Letter provides guidance to Local Governmental Agencies (LGAs) who provide Targeted Case Management (TCM) only services when case managers have performed activities such as Code 19, Coordination and Claims Administration and Code 20, Implementation Training, and have no current place to code them for the TCM program within the CMAA/TCM Time Survey Methodology.

Until further guidance is provided, LGAs who participate in TCM only, shall place the following activities in Code 25, TCM Encounter-Related Activities: Coordination and Claims Administration and/or Implementation Training, both currently CMAA only billable codes. Footnotes detailing the amount of time spent for each of the activities will need to be included. The effective date of this revised coding placement is July 1, 2014.

When filling out a time survey document, if an LGA participates in both the TCM and CMAA programs and has spent time providing Coordination and Claims Administration and/or Implementation Training, the time should be split accordingly for each program. For TCM, apply the applicable time to Code 25 and for CMAA apply the remaining time to Codes 19 and 20.

If you have any questions regarding this PPL, please contact Vivian Sultan, Chief, TCM Unit at (916) 445-9836, or by email at Vivian.Sultan@DHCS.ca.gov and/or Laurie Lay, Chief, CMAA Unit at (916) 552-9075 or by email at Laurie.Lay@DHCS.ca.gov.

Sincerely,

ORIGINAL SIGNED BY MICHELLE KRISTOFF

Michelle Kristoff, Chief
Administrative Claiming, Local and Schools Services Branch