



JENNIFER KENT
DIRECTOR

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



EDMUND G. BROWN JR.
GOVERNOR

DATE: April 8, 2016

PPL No. 16-007
Supersedes PPL 97-20

TO: Local Governmental Agency (LGA) and
Local Educational Consortia (LEC) Coordinators

Subject: Claiming Reimbursement for Participation Fees

The purpose of this Policy and Procedure Letter (PPL) is to clearly define the reimbursement requirements for the participation fees related to the County-Based Medi-Cal Administrative Activities (CMAA) program, the School-Based Medi-Cal Administrative Activities (SMAA) program, and the Targeted Case Management (TCM) program. This PPL supersedes PPL 97-20. Local Governmental Agencies (LGAs) and Local Educational Consortia (LECs) participating in any of these three programs are required to pay a fee to their Host County to cover the costs for:

- (1) the non-federal share of DHCS staff and related expenses; and
- (2) the MAA/TCM Host County Liaison and related expenses.

Fifty percent (50%) of the DHCS staff costs and related expenses required to administer the CMAA, and TCM programs are paid through the Host County contract. All DHCS staff costs and related expenses for the SMAA program are paid by each LEC/LGA directly. These costs are matched with federal funds to cover the additional fifty percent share. Therefore, the participation fee used to pay the non-federal share of these costs are not claimable by any LEC or LGA, as stated under the established terms and conditions of the Host County Contract Agreement and the DHCS contract.

For the CMAA program, the portion of the participation fees used to pay the Host County Liaison and related expenses are allowable expenditures claimable for reimbursement. Each year, DHCS issues a PPL stating the percentage of the participation fee that is claimable and describes how LGAs may claim it. (see PPL 15-013 at www.dhcs.ca.gov/provgovpart/Pages/LocalGovernment.aspx).

LGAs that currently claim TCM only and wish to claim reimbursement for the claimable portion of the participation fee will be required to enter into a CMAA contract with DHCS, and obtain necessary approvals of the required MAA claiming plans.

PPL 16-005
Page 2
April 8, 2016

If you have any questions or require further assistance regarding this PPL, please contact Tony Teresi, Chief, DHCS SMAA Unit at (916) 449-5182, or Tony.Teresi@dhcs.ca.gov.

Sincerely,

ORIGINAL SIGNED BY STACY FOX

Stacy Fox, Assistant Division Chief
Medi-Cal Administrative Claiming Section