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Department of Health Care Services



GAVIN NEWSOM
GOVERNOR

Date: March 9, 2020

PPL No. 20-008

To: Local Governmental Agency (LGA),
Local Educational Consortia (LEC), and
Local Educational Agency (LEA) Coordinators for the
School-Based Medi-Cal Administrative Activities (SMAA) Program and the
Local Educational Agency Billing Option Program (LEA BOP)

Subject: Time Survey Participant (TSP) List Certification Statement for the
Random Moment Time Survey (RMTS)

The purpose of this Policy and Procedure Letter (PPL) is to notify the LEC, LGA, and LEA Coordinators participating in the SMAA program and/or the LEA BOP that effective July 1, 2020, a revised certification statement will be added to each RMTS system software platform (SSP). The certification statement is affirmed by the LEA Coordinator upon certification of the quarterly TSP list for RMTS.

The revised certification language is listed below:

I have reviewed the quarterly Time Survey Participant (TSP) list, made the appropriate modifications, additions, deletions, and corrections, and certify, to the best of my knowledge, that this list accurately reflects the participants who are employed or contracted by the Local Educational Agency (LEA) who will participate in the quarterly Random Moment Time Survey (RMTS). I further certify that these participants perform various activities applicable to the School-Based Medi-Cal Administrative Activities (SMAA) program and/or the LEA Medi-Cal Billing Option Program, that their salary and benefit costs meet the requirements for Certified Public Expenditure (CPE) found in 42 CFR 433.51, and that they are not fully funded by federal resource or through the LEA's indirect cost rate. I further certify that all participants in Cost Pool 1 meet all requirements to bill under the LEA Medi-Cal Billing Option Program, as outlined in the LEA Provider Manual.

LEA Coordinators are required to certify the TSP list each quarter. The TSP certification is the quarterly attestation by the LEA indicating that the appropriate modifications, additions, deletions, and corrections, are made to the best of their knowledge. In addition, the TSP list accurately reflects the participants that are employed or contracted by the LEA that will participate in the quarterly RMTS.

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If you have any questions or require further assistance regarding this PPL, please contact the SMAA program at SMAA@dhcs.ca.gov.

Sincerely,

ORIGINAL SIGNED BY

Tony Teresi, Chief
School-Based Medi-Cal Administrative Activities Program