



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



GAVIN NEWSOM  
GOVERNOR

DATE: October 30, 2020

PPL No. 20-049

TO: Local Governmental Agency (LGA) Coordinators for the  
County Based Medi-Cal Administrative Activities (CMAA) Program

SUBJECT: **Countywide Averages (CWAs) for the Third Quarter (Q3) of State  
Fiscal Year (SFY) 2019-20**

This Policy and Procedure Letter (PPL) notifies LGAs of the calculation and procedures for use of SFY 2019-20 Q3 CWAs.

To use the CWA Medi-Cal Discount Percentage (MDP) methodology, an LGA Coordinator (or authorized alternate) must submit an annual justification (AJ) via courier or e-mail to the Department of Health Care Services (DHCS). The AJ must specifically state all reasons why a claiming unit is unable to utilize the Actual Client Count methodology. To obtain DHCS' approval to utilize the CWA MDP methodology for SFY 2019-20, an LGA must have submitted an AJ to its designated CMAA analyst prior to June 30, 2019. Once DHCS approves an LGA's request to use the CWA, the respective LGA must use the CWA methodology for the entire SFY.

The statistical information used to develop the CWA is collected from two sources: the Department of Finance (DOF) and the California Health and Human Services' (CHHS) webpages referenced in footnotes below. DHCS provides the CWA PPL quarterly as the data from DOF and CHHS is finalized.

The DOF's population statistics are published annually, on a calendar year basis, and provide an estimate of the yearly population totals by county. CHHS' Medi-Cal beneficiary enrollment population totals are published on a continuous basis and provide monthly Medi-Cal beneficiary totals by county for the most recent 48 months of activity.

To calculate the CWA, CHHS' Medi-Cal beneficiary enrollment population totals are averaged for each county by quarter. Subsequently, the county's quarterly averages are divided by the DOF's estimated population totals for every county. The resultant

<sup>1</sup> State of California, Department of Finance, E-1 Population Estimates for Cities, Counties and the State with Annual Percent Change - January 1, 2019 and 2020

[http://www.dof.ca.gov/Forecasting/Demographics/Estimates/e-1/documents/E-1\\_2020\\_InternetVersion.xlsx](http://www.dof.ca.gov/Forecasting/Demographics/Estimates/e-1/documents/E-1_2020_InternetVersion.xlsx)

<sup>2</sup> State of California, California Health and Human Services, Medi-Cal Certified Eligible Counts, May 2020.

<https://data.chhs.ca.gov/dataset/medi-cal-certified-eligibles-tables-by-county-from-2010-to-most-recent-reportable-month/resource/9ade93e4-0676-4117-adbe-a53378d7fe84>

quarterly amounts, known as the quarterly CWA, are then converted to a percentage for each county.

The accompanying document to this PPL, the “California DHCS Medi-Cal CWA for SFY 2019-20 Q3”, includes the following data elements:

- The DOF estimated average population for calendar years 2019 and 2020;
- CHHS’ average number of Medi-Cal eligible beneficiaries for SFY 2019-20, Q3: January 1, 2020 through March 31, 2020; and
- The number of Medi-Cal eligible beneficiaries shown as a percentage by county for Q3 of SFY 2019-20.

Please send all requests for the California DHCS Medi-Cal CWA for SFY 2019-20 Q3 via email to CMAA unit staff.

Finally, to obtain DHCS approval to utilize the CWA MDP methodology for SFY 2020-21, an AJ must have been submitted to an LGA’s designated CMAA analyst prior to June 30, 2020.

For further questions or assistance regarding this PPL, please contact DHCS at [cmaa@dhcs.ca.gov](mailto:cmaa@dhcs.ca.gov).

Sincerely,

**ORIGINAL SIGNED**

Damitra Hawkins, Chief  
County & Tribal Based Medi-Cal Administrative Activities Unit  
Local Governmental Financing Division