

**From:** [LEA \(MB\)@DHCS](mailto:LEA(MB)@DHCS)  
**To:** LEA BOP List Serv  
**Subject:** DHCS-LEA BOP: MER Calculation Guidance  
**Date:** Wednesday, September 21, 2022 1:54:01 PM

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## September 21, 2022

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*Please do not reply to this e-mail.*

To All Local Educational Agency Medi-Cal Billing Option Program (LEA BOP) Providers,

This e-mail provides time-sensitive guidance for all LEA BOP Providers on how to calculate the Medi-Cal Eligibility Ratio (MER) for the State Fiscal Year (SFY) 2022-23 Cost Reimbursement Comparison Schedule (CRCS). The MER is calculated annually and is one of several allocation factors included on the CRCS for cost settlement purposes.

### Here are the Top Five things you need to know:

1. On **Wednesday, October 5**, all participating LEAs (*except colleges*) must extract a file containing total LEA student enrollment using their Student Information System.
  - The extraction should include all required fields that are necessary to submit the information through the Medi-Cal Data Match Transfer System (MOVEit).
  - The LEA's total student enrollment file will be used as the input file in the Data Match process and will be the denominator in the MER calculation.
2. The total student enrollment input file (#1 above) must be submitted through MOVEit **by the end of October 2022**.
  - The Data Match eligibility confirmation process will allow LEAs to determine the count of students that are enrolled in Medi-Cal and eligible to receive federal financial participation as of October 2022.
  - The Data Match output file will contain the information to determine the numerator in the MER calculation.
3. Both the total student enrollment file (the input file, #1 above) and the Medi-Cal Data Match enrollment file (the output file, #2 above) must be maintained for audit and/or review purposes.
  - Note that these files will contain highly sensitive Protected Health Information (PHI) and must be securely stored.
  - The counts determined using the input and output files will be input into the SFY 22-23 CRCS, due by March 1, 2024.
4. Training on the SFY 2022-23 MER calculation will be provided at the October 5 Advisory Workgroup Meeting.
  - The training will take place via WebEx from 1:00 to 2:00 p.m.
  - A link to join the Advisory Workgroup Meeting will be provided on the [LEA BOP Advisory Workgroup webpage](#), in the agenda for "October 5, 2022".
  - The training will include information on how to calculate the MER by type of LEA (e.g., individual LEA, County Office of Education, LEA Billing Consortiums, etc.).
    - Since the process for determining **college MERs** will differ from

- that noted above, DHCS will separately communicate with participating colleges for their MER calculation methodology.
5. Detailed information from the training on how to calculate the MER will be provided in a separate e-blast.
    - Once published, the e-blast will be available on the LEA BOP website under the [“E-mail Notifications”](#) link.

Questions related to this e-blast may be sent to the LEA mailbox at [LEA@dhcs.ca.gov](mailto:LEA@dhcs.ca.gov).

For information regarding the LEA BOP, visit the [LEA BOP website](#).

To subscribe/unsubscribe, go to the [e-mail subscription web page](#).

Sincerely,

**LEA BOP Staff**

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