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GAVIN NEWSOM  
GOVERNOR

**DATE:** December 18, 2019

**CCS Information Notice:** 19-09

**TO:** All County California Children's Services Program Staff, County Medical Consultants and Staff, California Children's Services approved Special Care Centers, and Integrated Systems of Care Division Staff

**SUBJECT:** Effective Eligibility Date for CCS Physicians Applying to be CCS-paneled

The purpose of this California Children's Services (CCS) Information Notice (I.N.) is to announce that, effective January 1, 2020, the Department of Health Care Services' (DHCS) Integrated Systems of Care Division (ISCD) will, under certain conditions, set the effective eligibility date for approved CCS-paneling concurrent to the original submission date of the application.

The intent of this updated process is to create alignment with the existing Medi-Cal enrollment process and the effective eligibility date given to the provider.

When all of the following are true, the applicant's submission date may be considered their date of CCS-paneling:

1. The application for CCS-paneling is complete at the time that it is filed.
2. ISCD determines that the physician applicant successfully meets all of the requirements for CCS-paneling.
3. The applicant submitted their Medi-Cal application to DHCS' Provider Enrollment Division (PED) concurrent to, or prior to, the submission date they submitted the CCS-paneling application.
4. PED determines that the Medi-Cal enrollment application was successful, and the date assigned by PED as the official Medi-Cal enrollment is concurrent to, or prior to, the date the CCS-paneling application was filed.

Per Welfare and Institutions Code, section 14043.26, Medi-Cal issues effective Medi-Cal enrollment dates back to the date of receipt of the Medi-Cal application, provided the application package is complete at the time that it is filed and the application was

successfully approved by PED. Therefore, in order to be considered CCS-paneled on the same date, and to address issues related to billing and reimbursement, CCS-paneling applicants will be allowed (effective January 1, 2020) to submit their application for CCS-paneling on the same date they submit a Medi-Cal enrollment application to PED. If the CCS paneling application is submitted after applying to Medi-Cal, CCS will only consider assigning a retroactive CCS-paneling effective date on a case-by-case basis as long as the local county CCS Program and the CCS Medical Director approve the retroactive effective date, and the applicant provides sufficient justification that clearly demonstrates an access to care issue for CCS patients if the paneling was not approved retroactively.

The CCS-paneling application will be placed in a “pending” status, rather than a “denied” status, provided that the application for CCS-paneling documentation is complete on the day of concurrent submission.

For board-certified physicians with an existing National Provider Identifier (NPI), ISCD’s CCS-paneling portal will be programmed to issue approvals electronically on the date of receipt of the Medi-Cal enrollment by PED.

For board-eligible physicians, starting January 1, 2020, ISCD’s portal will issue a “pending” status, and the applicant will continue to be required to submit required documentation for review. As soon as the application review is complete and approved, providers may obtain paneling status via the CCS paneling portal.

Listed below are two examples of implementation of this new approach to assigning the affective eligibility date concurrent with the submission date of the CCS paneling application:

1. If ISCD receives a CCS-paneling application on February 15 after an applicant submits an application to PED for Medi-Cal enrollment on January 20, the CCS-paneling application is subject to review and approval to the date the CCS received the CCS-paneling application on February 15, not the date of the Medi-Cal application.
2. If an applicant submits a Medi-Cal application and a CCS-paneling application on April 10, and the Medi-Cal application is found to not be complete within 90 days of the April 10 submission and PED resets the application date such that the application is only considered complete on October 15, this same resetting of the date will be effective for the CCS-paneling application, even if the CCS-paneling application was complete. In other words, under no circumstances will the date ISCD approves the CCS-paneling application be prior to the date PED approves the applicant for Medi-Cal participation.

Providers are at financial risk for any late claim submission penalties by the state and for any legal implications resulting from providing care to CCS patients prior to CCS paneling approval. It is therefore highly recommended that the applicant not provide clinical services to CCS patients while awaiting approval of their CCS-paneling application, particularly if they are working at a CCS Special Care Center where other same-specialty CCS-paneled providers are available to provide the same services to CCS patients.

CCS-paneling is not a guarantee that CCS will approve any Service Authorization Requests (SARs). All SARs are subject to a thorough medical review to determine if the client meets CCS eligibility criteria. Therefore, again, CCS strongly encourages applicants to direct CCS clients to a CCS-paneled physician for clinical services while awaiting ISCD approval of their paneling application.

If you have any questions regarding this I.N., please contact the ISCD Medical Director or designee, via email at [ISCD-MedicalPolicy@dhcs.ca.gov](mailto:ISCD-MedicalPolicy@dhcs.ca.gov).

Sincerely,

**ORIGINAL SIGNED BY**

Roy Schutzengel  
Medical Director  
Integrated Systems of Care Division