



JENNIFER KENT  
DIRECTOR

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



EDMUND G. BROWN JR.  
GOVERNOR

August 24, 2018

CHDP Program Letter No.: 18-02

TO: ALL CHILD HEALTH AND DISABILITY PREVENTION (CHDP)  
PROGRAM DIRECTORS, DEPUTY DIRECTORS, MEDICAL  
CONSULTANTS, STATE INTEGRATED SYSTEMS OF CARE DIVISION  
(ISCD) STAFF, DEPENDENT AND INDEPENDENT COUNTY  
OPERATIONS STAFF

SUBJECT: FISCAL YEAR (FY) 2018-2019 ALLOCATIONS FOR THE CHDP  
PROGRAM

The purpose of this CHDP Program Letter is to provide CHDP local programs with the **FY 2018-2019 State General Fund (GF)** allocations for carrying out CHDP Program requirements as set forth in Health and Safety Code, Article 6, Section 124025 et seq. and Article 4.7, Section 14148.3 of the Welfare and Institutions Code. To conduct administrative activities of the CHDP Program from July 1, 2018 through June 30, 2019, each local CHDP Program is authorized to spend up to the amount allocated from State GF and the matching Medi-Cal Early and Periodic Screening, Diagnosis, and Treatment (EPSDT) allocation for each funding source within the CHDP administrative budget. Please see the attached funding allocation table which includes the CHDP State-only, GF, EPSDT, and Title XIX funds.

Each local CHDP Program is authorized to claim Title XIX Federal Funds to match its own local funds in order to perform EPSDT administrative activities in the CHDP Program and, if applicable, Title XIX Federal Funds to match funds to perform EPSDT administrative activities specifically for children and youth in foster care. Please refer to the Children's Medical Services (CMS) Plan and Fiscal Guidelines (PFG) for submission of county/city match budgets.

This Program letter serves as each local program's approved state CHDP administrative budget and enables each local program to use this letter to develop its budget. There will be no budget approval letters issued from ISCD. Each local program remains responsible for overseeing and tracking its administrative budget

expenditures. As in previous years, local programs will only be reimbursed for state reimbursed expenditures up to their authorized budget allocations.

Local programs should follow the ISCD/CMS PFG for budget submissions to ISCD headquarters. The CHDP Program budgets are due no later than 60 days from the date of this letter. Local programs must complete, sign, and submit the CHDP Certification Statement as required in the ISCD/CMS PFG. Local programs that have previously utilized budget approval letters to submit to the county's authorized personnel will be able to utilize the attached County Allocation notice as documentation and verification of the State GF allocated.

Local programs that have questions regarding staffing, personnel changes, duty statements, Memoranda of Understanding, and other budget preparation items should discuss these with the CHDP Nurse Consultant, prior to budget submission. All local programs must adhere to the ISCD/CMS PFG for determination of enhanced and non-enhanced designation of staff and their activities as well as the provision for Federal Financial Participation (FFP) determination. Documentation for staff that qualify for enhanced FFP and/or work in more than one program must adhere to the ISCD/CMS PFG (Section 8) time study requirements and guidelines.

All quarterly expenditure reports submitted for reimbursement must be based on accurate and auditable documentation. An audit file must be maintained by each county to support all quarterly expenditure reports and shall include, but not be limited to: time studies, when required and performed during at least one representative month of the quarter for each budgeted position for which FFP is claimed; documentation in support of training and travel costs; and other documents as required to support claimed expenditures. In addition, documentation of the methods to claim internal and external overhead must also be maintained.

Acceptance of allocated funds constitutes an agreement that the receiving local agency will comply with all federal and state requirements pertaining to the CHDP Program and adhere to all applicable policies and procedures set forth by the Department of Health Care Services and ISCD/CMS. Periodically, the federal program responsible for oversight of state expenditures for the administrative costs in the management of the Medicaid program will conduct programmatic audits.

Finding of a federal audit exception and subsequent liability for repayment of federal Medicaid funds relating to the CHDP Program audit exception are the exclusive and sole responsibility of each local program.

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If you have any questions regarding the administrative aspects of the CHDP budget/submission, please contact the ISCD Plans Team via e-mail at [dhcsscdadmin@dhcs.ca.gov](mailto:dhcsscdadmin@dhcs.ca.gov).

Sincerely,

**ORIGINAL SIGNED BY**

Sarah Eberhardt-Rios, Chief  
Integrated Systems of Care Division

Attachment

CHDP/EPSTD CASE MANAGEMENT ALLOCATION				
FY 2018-2019				
GENERAL FUND AND FEDERAL FUND				
(EXCLUDES COUNTY FUNDS)				
July 18, 2018				
Co/ City No.	CHDP County/City	CHDP/EPSTD FY 2018-2019 BASE BUDGET (Excludes County Funds)	GENERAL FUND for FY 2018-2019	FEDERAL FUND (Title XIX) for FY 2018-2019
<b>TOTAL</b>		<b>33,962,000</b>	<b>12,115,250</b>	<b>21,846,750</b>
1	Alameda	995,237	356,482	638,755
2	Alpine	56,568	22,138	34,431
3	Amador	125,192	50,133	75,058
59	Berkeley	272,895	84,043	188,852
4	Butte	428,907	160,164	268,742
5	Calaveras	111,453	46,823	64,630
6	Colusa	121,028	50,062	70,965
7	Contra Costa	810,644	224,037	586,607
8	Del Norte	142,570	48,642	93,928
9	El Dorado	260,811	105,091	155,721
10	Fresno	1,132,109	416,419	715,690
11	Glenn	175,713	68,369	107,344
12	Humboldt	426,785	144,049	282,736
13	Imperial	424,368	160,084	264,283
14	Inyo	86,589	31,061	55,528
15	Kern	1,073,873	402,303	671,570
16	Kings	384,680	143,923	240,757
17	Lake	239,610	93,497	146,113
18	Lassen	94,331	34,771	59,560
62	Long Beach	593,893	230,963	362,929
19	Los Angeles	5,746,845	1,709,068	4,037,778
20	Madera	365,485	142,851	222,634
21	Marin	280,085	106,915	173,170
22	Mariposa	79,881	28,884	50,997
23	Mendocino	268,843	109,686	159,157
24	Merced	676,580	242,877	433,703
25	Modoc	139,310	48,313	90,997
26	Mono	71,413	28,489	42,924
27	Monterey	647,123	206,155	440,968
28	Napa	179,554	70,432	109,122
29	Nevada	173,944	69,508	104,436
30	Orange	1,947,280	727,925	1,219,355
63	Pasadena	331,446	111,163	220,282
31	Placer	313,155	127,543	185,612
32	Plumas	192,934	64,387	128,548
33	Riverside	1,097,440	445,805	651,635
34	Sacramento	1,212,372	422,165	790,207
35	San Benito	220,759	87,986	132,773
36	San Bernardino	1,525,628	569,983	955,645
37	San Diego	1,373,640	580,606	793,034
38	San Francisco	700,293	256,154	444,139
39	San Joaquin	869,271	278,991	590,280
40	San Luis Obispo	328,663	126,999	201,663
41	San Mateo	585,099	198,824	386,275
42	Santa Barbara	598,275	246,860	351,415
43	Santa Clara	1,073,444	338,654	734,790
44	Santa Cruz	378,915	141,389	237,525
45	Shasta	331,405	125,486	205,918
46	Sierra	85,441	28,146	57,296
47	Siskiyou	92,453	34,954	57,498
48	Solano	393,541	141,484	252,057
49	Sonoma	476,022	179,796	296,227
50	Stanislaus	705,660	255,699	449,962
51	Sutter	226,973	105,986	120,986
52	Tehama	207,043	89,440	117,603
53	Trinity	93,676	38,432	55,245
54	Tulare	637,961	237,940	400,022
55	Tuolumne	185,365	68,150	117,215
56	Ventura	808,085	303,401	504,683
57	Yolo	269,195	102,298	166,897
58	Yuba	114,247	42,371	71,876
<b>Total</b>		<b>33,962,000</b>	<b>12,115,250</b>	<b>21,846,750</b>

\* Numbers may not add exactly due to rounding.