

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



California  
Department of  
Health Services

Sandra Shewry  
Director



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Governor

November 03, 2004

TO: ALL COUNTY WELFARE DIRECTORS  
ALL COUNTY ADMINISTRATIVE OFFICERS  
ALL COUNTY MEDI-CAL PROGRAM SPECIALISTS/LIAISONS  
ALL COUNTY MENTAL HEALTH DIRECTORS  
ALL COUNTY HEALTH EXECUTIVES

Letter No: 04-34

SUBJECT: ALIGNMENT OF THE MIDYEAR STATUS REPORT MAIL MONTH AND  
THE ANNUAL REDETERMINATION DUE MONTH

The purpose of this All County Welfare Directors Letter (ACWDL) is to provide clarification on the alignment of the Midyear Status Report (MSR) mail month and the annual redetermination (RV) due month. Counties have questioned information provided in Questions 27 and 28 of ACWDL Number 04-06 as it relates to the MSR period, alignment of the MSR mail month and the annual RV due month.

Question Number 27 in ACWDL 04-06 states that the MSR period is based on the first month Medi-Cal eligibility is granted. The examples provided in ACWDL 04-06 illustrate that the month eligibility is granted is month number one in the MSR period and the sixth month is the MSR mail month. Question Number 28 in ACWDL 04-06 appears to indicate that the MSR mail month is the seventh month based on the completion of the annual redetermination due month.

The third bullet in the scenario for Question number 28 reads as follows:

- The MSR is due August 5, 2004, since last CalWORKs annual RV was February 1, 2004.

It should read as follows:

- The MSR is due August 5, 2004, since last CalWORKs annual RV **due month** was February 2004.

To help further clarify the MSR period and MSR mail month, the Department of Health Services provides the following two examples for counties. For MSR processing, counties are to establish a twelve-month timeframe beginning with the first month of eligibility granted as month number one and the annual RV due month as month number twelve. The month in which the MSR is mailed is the sixth month and is constant beginning the first year of eligibility through subsequent years.

**Example 1**

Individual applies for Medi-Cal and is determined eligible effective January 2004. The MSR mail month is June 2004 and the annual RV due month is December 2004. The MSR mail month and annual RV due month remain constant as follows:

01/04	02/04	03/04	04/04	05/04	06/04	07/04	08/04	09/04	10/04	11/04	12/04
Application month eligibility granted month					MSR mail month	MSR due month				Annual RV packet mail month	Annual RV due month
01/05	02/05	03/05	04/05	05/05	06/05	07/05	08/05	09/05	10/05	11/05	12/05
Benefits reassessed for 2nd year of eligibility					MSR mail month	MSR due month				Annual RV packet mail month	Annual RV due month
01/06	02/06	03/06	04/06	05/06	06/06	07/06	08/06	09/06	10/06	11/06	12/06
Benefits reassessed for 3rd year of eligibility					MSR mail month	MSR due month				Annual RV packet mail month	Annual RV due month

**Example 2**

Individual applies for Medi-Cal in January 2004 but is over property limits and not determined eligible for Medi-Cal until February 2004. The annual RV due month is January 2005. The individual completes the annual RV and begins his/her second year of eligibility effective February 2005 and third year of eligibility effective February 2006. The MSR mail month and annual RV due month remain constant.

01/04	02/04	03/04	04/04	05/04	06/04	07/04	08/04	09/04	10/04	11/04	12/04
Application month	Eligibility granted month					MSR mail month	MSR due month				Annual RV packet mail month
01/05	02/05	03/05	04/05	05/05	06/05	07/05	08/05	09/05	10/05	11/05	12/05
Annual redetermination due month	Benefits reassessed for 2nd year of eligibility					MSR mail month	MSR due month				Annual RV packet mail month
01/06	02/06	03/06	04/06	05/06	06/06	07/06	08/06	09/06	10/06	11/06	12/06
Annual redetermination due month	Benefits reassessed for 3rd year of eligibility					MSR mail month	MSR due month				Annual RV packet mail month

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If you have any questions regarding this ACWDL, please contact Mr. Mack Guynn at (916) 552-9508 or by e-mail at: [mguynn@dhs.ca.gov](mailto:mguynn@dhs.ca.gov).

Original signed by

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