



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



ARNOLD SCHWARZENEGGER
Governor

June 25, 2007

TO: ALL COUNTY WELFARE DIRECTORS Letter No.: 07-18
ALL COUNTY ADMINISTRATIVE OFFICERS
ALL COUNTY MEDI-CAL PROGRAM SPECIALIST/LIAISONS
ALL COUNTY HEALTH EXECUTIVES
ALL COUNTY MENTAL HEALTH DIRECTORS

SUBJECT: REVISIONS TO MEDI-CAL PROCEDURES MANUAL 14E – LETTER OF
AUTHORIZATION (LOA)/MC 180 OVER-ONE-YEAR LETTER FORM

This All County Welfare Directors Letter (ACWDL) is to inform counties that Procedures Manual Section 14E has been revised and released. Also, the form MC 180 has been revised, and a new MC 180 log has been added.

A summary of revisions as follows:

- A section has been added to emphasize the need to follow retention Procedures Section 2G and the need to keep files on Supplemental Security Income/State Supplementary Payment SSI/SSP cases that had MC 180s issued.
- MC 180 has been revised to February 2006. The old version of the MC 180 may still be used but counties must cross out the box with the Social Security Number and put the Central Index Number instead.
- A log to track and record MC 180's has been developed

Please note: If the beneficiary had a share-of-cost (SOC) for the time an LOA was issued, the county must attach the MC 180-2 to the MC 180 for use by providers to record expenses used to meet the beneficiary SOC. A notation should be made in the right hand corner of the MC 180 in SOC cases, when an MC 180-2 is prepared.

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If you have other questions regarding this letter, please call Mr. Craig Yagi, at
(916) 552-9522.

Original signed by

Maria Enriquez, Chief
Medi-Cal Eligibility Branch