

**Yolo County Office of Education
1280 Santa Anita Court, Suite 100
Woodland CA 95776**

**LEC Advisory Committee Meeting Minutes
December 6, 2012**

LEC Coordinator/Representative Attendees:

Greg Englar, Sonoma County Office of Education - Region 1
Merilee Johnson, Glenn County Office of Education – Region 2
Marjorie Rollins, Sutter County Superintendent of Schools, **Co-Chair** - Region 3
Michelle Cowart, Contra Costa County Office of Education – Region 4
Monica Morgan, Santa Cruz County Office of Education - Region 5
Janice Holden, Stanislaus County Office of Education – Region 6
Susan Ellyson, Madera County Office of Education - Region 7
Ken Gragg, Kern County Superintendent of Schools - Region 8
Margaret Roux, Kern County Superintendent of Schools - Region 8
Annette Jewell, Orange County Department of Education, **Co-Chair** - Region 9
Jennifer Alvarado, San Bernardino County Superintendent of Schools - Region 10
Octavio Castelo, Los Angeles County Office of Education - Region 11

Other Attendees:

Geri Baucom, Department of Health Care Services (DHCS)
Carolyn Cain-Smith, Department of Health Care Services (DHCS)
Janice DiCroce, LGA Co-Chair
Lynda Lindsay, LGA Co-Chair
Laura Baynham, Mendocino County Office of Education
Cathy Bennett, Sacramento City Unified School District
Sherry Purcell, Los Angeles Unified School District

Absent:

1.0 Introductions

Each individual stated his/her name and agency affiliation.

2.0 Additions to the Agenda

- A LEC Committee member requested a discussion regarding SMAA manual clarification on initial referrals. This will be discussed under item 6.2.
- A LEC Committee member requested that we table item 6.11 until the next LEC Advisory Committee meeting.

3.0 Approval of Minutes

The October 4, 2012 LEC Advisory Committee Meeting Minutes were approved.

4.0 Department of Health Care Services (DHCS) and Co-Chairs Report

4.0 Staffing

A selection was made for the current SMAA Analyst vacancy (pending approval). The two administrative support positions were filled.

4.1 New SMAA Contracts

Nothing to report

4.2 Implementation Plan - Update

DHCS reported that as of today, CMS (Centers for Medicare & Medicaid Services) is in the process of finalizing their comments about the newly submitted implementation plan. Once DHCS receives and reviews the CMS comments, the implementation plan details (including CMS comments) will be shared with the LEC/LGA Co-Chairs.

4.3 CMS Deferral Certification Process

4.3.1 Status of Invoice Supporting Documentation Forms

- 415 deferral certification forms were received by DHCS (342 from LECs and 73 from LGAs). 32 certifications were approved, and 20 certifications were forwarded to CMS for approval.
- Invoices from claiming units released from deferral will be sent to the DHCS accounting department for payment.
- DHCS reminded the LEC Advisory Committee that the release letters include a paragraph that states that the deferral release should not be considered a final approval of the costs being claimed and all invoices (and claiming units) are still subject to further review by CMS and/or OIG (Office of Inspector General).
- SMAA Chief Carolyn Cain-Smith reminded LEC Coordinators to pay close attention to deferral discrepancy letters, so that the same mistakes and omissions do not continue.

4.4 CMS Financial Management Report - Update

DHCS had not yet received the official CMS Financial Management Review Report.

4.5 OIG (Office of Inspector General) - Update

Nothing new to report

4.6 Community College - Update

DHCS staff was scheduled to meet with their legal department to discuss community college funding and the CPE (Certified Public Expenditure) issue. The meeting was postponed to 12/11/12.

4.7 Statewide Extension First Quarter Invoices (2011/12)

On behalf of the LEC Advisory Committee, the LEC Co-Chairs requested a 30-day filing extension for the 11/12-1 MAA invoices. DHCS granted a filing extension until 3/31/13 for the 11/12-1 MAA invoices. The 11/12-2 MAA invoices are also due to the State on 3/31/13.

4.8 Branch Chief Report

- DHCS would be sending out amended host contracts to five LECs. Based on the actual 12/13 quarter one expenses, five of the LECs' estimated fees exceed what was in their current host contract, hence the necessity for amendments.
- DHCS would be reviewing the use of multi-year contracts. Since fees increase/decrease based on claim amounts, DHCS was not sure that a multi-year contract would be the best option for host contracts.
- Branch Chief Baucom reminded the committee that if a claiming unit had an invoice in the deferral period, they must certify the invoice within that period. The claiming unit cannot certify an invoice for a later period. A LEC Committee member asked about an averaged quarter certification. It was her understanding that if the averaged quarter invoice was the one in the deferral period; the claiming unit would certify the averaged quarter invoice (09/10-4, for example) by reviewing all quarters included in the averaged invoice (Q1, 2, 3). Branch Chief Geri Baucom stated that she would review the certification process of averaged invoices to ensure compliance.
- Branch Chief Baucom was asked if she had a list of deferred invoices paid in March 2011 and June 2011. Chief Baucom stated that she had not provided a list, but LECs/LGAs should know which invoices were paid during those periods.
- DHCS realizes that the deferral process is moving slowly. Certification packages are reviewed by both SMAA Chief Cain-Smith and Branch Chief Baucom before they are submitted to CMS.
- 2010/11-2 MAA invoices are approaching the 24 month deadline. DHCS (Carolyn-Cain Smith) submitted all 10/11-2 MAA invoices that DHCS was holding as part of the "early claim". If there are any additional 10/11-2 MAA invoices (not yet submitted to DHCS), please notify Carolyn Cain-Smith by tomorrow (12/7).

5.0 Review of October 4, 2012 LEC Advisory Committee Meeting Items

No discussion

6.0 LEC Advisory Committee Business

6.1 New SMAA Contracts

- See item #4.1
- The LGA Co-Chairs were asked how many LGAs currently participate in School-based MAA. The LGA Co-Chairs responded that 16 or 17 LGAs participate in SMAA.

6.2 Time Survey Samples

The committee discussed initial referrals as code 4 MAA activities. During a recent claiming unit review, CMS asked why initial referrals were included in outreach. It appeared that CMS thought initial referrals should be considered a “discounted” MAA activity. The committee discussed the history of initial and ongoing referrals. When the School-based MAA Manual was developed, California separated code 4 and code 8 so that there would not be 100% reimbursement for ongoing referrals.

6.3 2012/2013 SMAA Manual, Training, Q&A, and Time Survey Form

DHCS approved the Questions and Answers (Q&A’s) associated with the 2012/13 State MAA training. The Q&A’s will be posted on the DHCS Web site soon.

6.4 DHCS Implementation Plan - Update

- The LEC Co-Chairs had not yet reviewed the State Implementation Plan. Once DHCS receives feedback from CMS, Branch Chief Geri Baucom will share the details of the implementation plan with the Co-Chairs.
- The LEC Advisory Committee discussed whether or not the new plan would be approved by the next year (2013/14) and whether or not an “interim” plan would remain in place. The LGA Co-Chairs shared that they are using 2009/10 data (for invoicing) while awaiting time survey methodology for County-based MAA as opposed to having an interim methodology in place.

6.5 CMS Deferral Certification Process

The LEC Committee discussed how the certification process was progressing in each region.

6.5.1 Status of Invoice Supporting Documentation Forms

See item #4.3.1

6.6 CMS Financial Management Report

See item #4.4

6.7 OIG (Office of Inspector General)

- See item #4.5
- The LGA Co-Chairs stated that OIG recently visited Chino Valley USD (a claiming unit with the San Bernardino LGA). OIG is in the process of developing a statewide protocol / audit tool.

6.8 Community Colleges

See item #4.6

6.9 Statewide Extension for First Quarter (2011/12) Invoices

See item #4.7

6.10 Branch Chief Report

See item #4.8

6.11 Bylaws Potential Amendments

This item was tabled until the next LEC Advisory Committee Meeting.

6.12 LEC Lunch Fund

Lunch fund invoices were sent to all regions.

7.0 Business and Administration Steering Committee (BASC) Report

Nothing to report

8.0 Invoice News

Nothing to report

9.0 LEA Medi-Cal Billing Option Ad-Hoc Workgroup Report

- The 2010/11 CRCS (Cost & Reimbursement Comparison Schedule) was due (to the State) November 30th.
- The 2011/12 AR (Annual Report) and the 2012/13 PPA (Provider Participation Agreement) were due (to the State) on October 10th (extended due date to November 30th). 500 PPAs were received, 31 need corrections, and 43 claiming units have not yet submitted their PPA.
- The Data Use Agreement was due (to the State) 11/30.
- 12/31/12 will be the last day current standards for electronic claims submissions will be accepted. As of 1/1/13, all HIPAA covered entities must be compliant with Version 5010.
- There is new information on medical transportation outlined in Assembly Bill 2608. Perhaps a PPL will be issued regarding LEA transportation services.
- The Ad-Hoc Workgroup discussed Physical Therapist/Occupational Therapists/SLP Aides and Assistants in the LEA Billing Option Program. They also discussed whether or not it would be appropriate to bill for telecommunication.
- The Ad-Hoc Workgroup discussed healthcare reform and how it will affect health care in schools.
- The LEA manual will now be available in searchable PDF format on the LEA Billing Web site.

10.0 LGA Report

- The LGAs are awaiting County-based MAA time survey methodology approval from CMS. They are still submitting CMAA invoices (based on 2009/10 claims) and they are still getting paid for the invoices. Eventually, they will be required to reconcile/settle amounts currently being paid based on a new methodology.
- TCM audits are currently taking place. There are coding issues being identified similar to the CMAA and MAA coding issues.

11.0 Adjourn Regular Session

12.0 Closed Session (LEC Coordinators Only)

**The next LEC Advisory Committee Meeting will be on
Thursday February 7, 2013 @ YOLO COE**