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Maximize your funding with

COUNTY MEDI-CAL ADMINISTRATIVE ACTIVITIES (CMAA)

WHAT IS COUNTY MEDI-CAL ADMINISTRATIVE ACTIVITIES (CMAA)?

- Started in 1995
- Reimbursed by the Centers for Medicare & Medicaid Services (CMS)
- Administered in California by the Department of Health Care Services (DHCS)
- Uncapped Federal Entitlement Program - Similar to Title IV-E
- Federally reimbursable administrative activities that promote use and access to Medi-Cal services
- Only available through a Local Governmental Agency (LGA)



WHY CMAA MATTERS

Unlocks federal reimbursement for local priorities

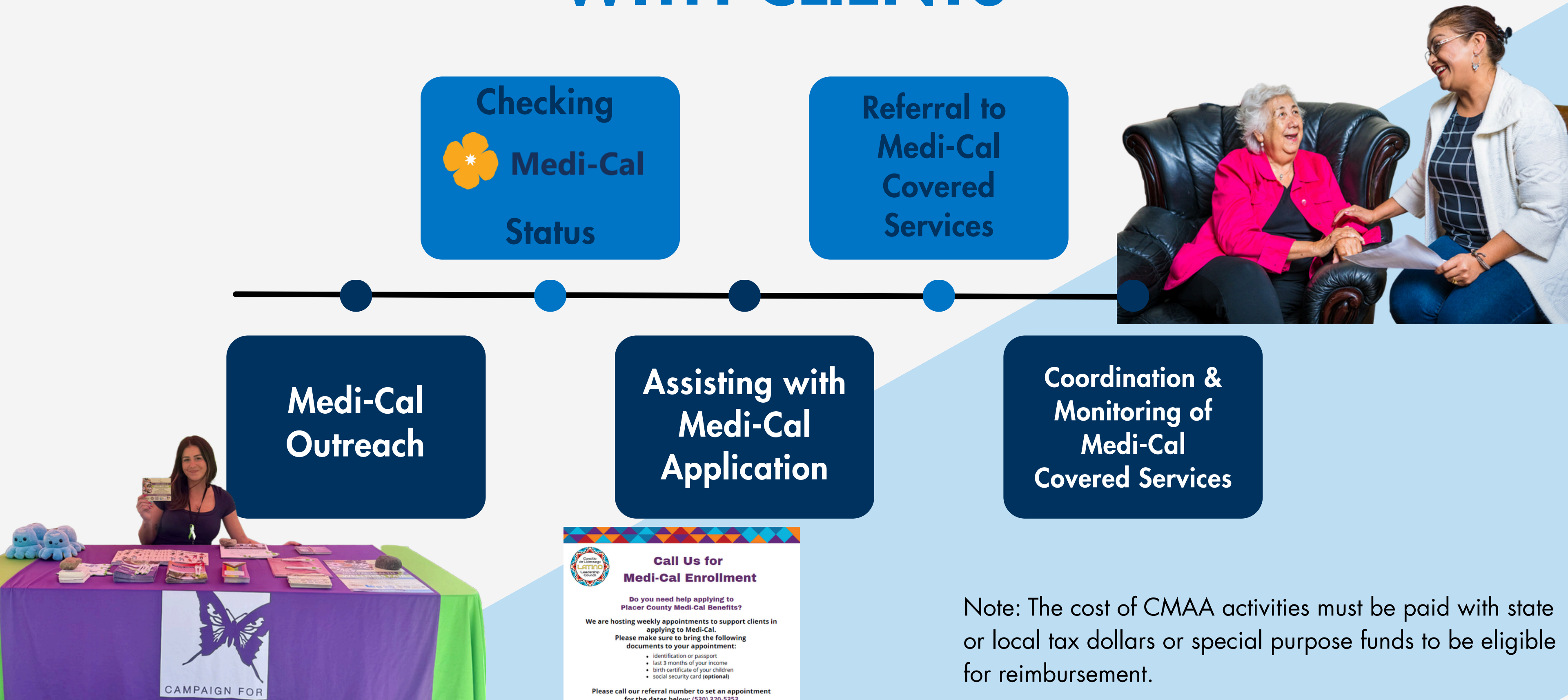
Supports programs often underfunded (e.g., aging, veterans, homelessness)

Strengthens sustainability for community partnerships

Creates flexible, unrestricted revenue



CMAA REIMBURSABLE ACTIVITIES WITH CLIENTS



CMAA REIMBURSABLE ACTIVITIES WITHOUT CLIENTS

Policy
development
related to
Medi-Cal Services

Training Related
to Medi-Cal
Outreach and
Application
Facilitation

Program Planning
related to
Medi-Cal Services

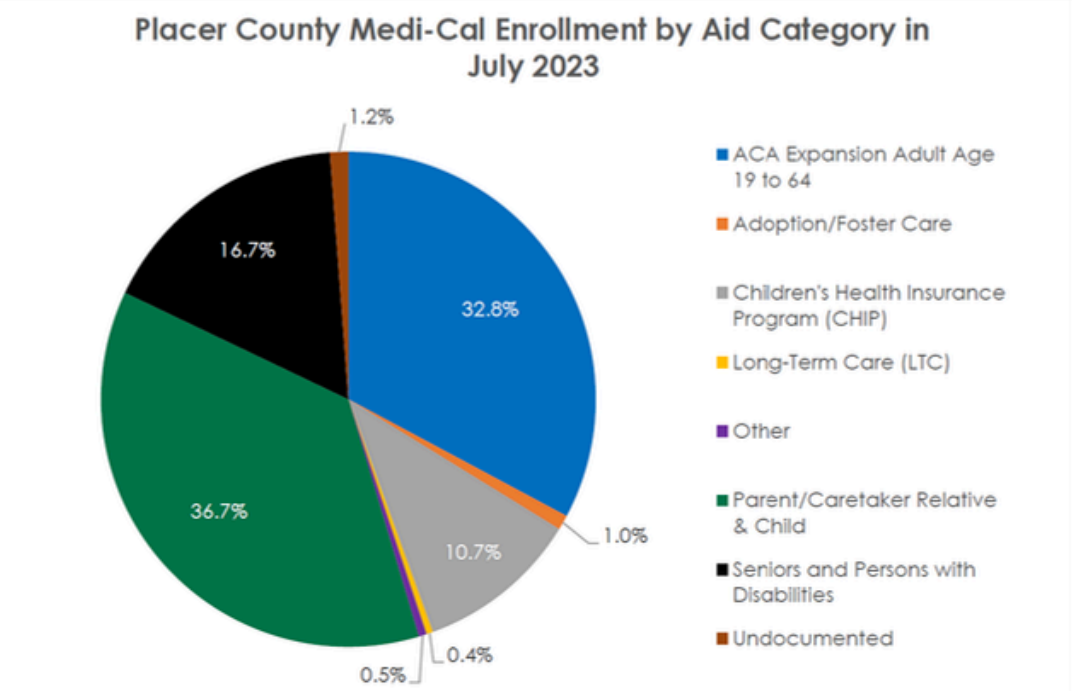
Interagency
Coordination
related to
Medi-Cal Services

CMAA
Coordination



Note: The cost of CMAA activities must be paid with state or local tax dollars or special purpose funds to be eligible for reimbursement.

WHAT CMAA LOOKS LIKE?



Dental Coverage

Children

Children who have health coverage through **Medi-Cal** or a **Covered California** health plan also have dental coverage.

Dental services include:

- Exams
- Cleanings
- X-rays
- Fillings
- Relief of pain and infection
- Medically necessary orthodontics
- Molar sealants
- Fluoride treatments
- Tooth extractions
- Root canals
- Emergency services

Children should visit a dentist as soon as their first tooth appears or by age 1.

Adults

Adults who have health coverage through **Medi-Cal** also have dental coverage.

Dental services include:

- Exams
- Cleanings
- Fluoride treatments
- Fillings



Latino Leadership Council Health Fair

KAISER PERMANENTE **Sutter Health**

OCTOBER 7, 2023 | 10:00AM - 2:00PM
GRANITE WELLNESS CENTER PARKING LOT
1530 3RD ST, LINCOLN, CA 95648

COMMUNITY RESOURCES | CRAFTS | NUTRITION DEMO
HEALTH SCREENINGS | VACCINES + MORE!

For more information please contact:
Promotora Maria Uribe @ 916-384-6561 or Outreach Coordinator
Crystal Lopez-Franco @ CrystalF@latinoleadershipcouncil.org

Placer **GRANITE WELLNESS CENTER**

CMAA DOESN'T INCLUDE:

-  Medi-Cal determination
-  Direct services - therapy, clinical work, & client support
-  Outreach for social services programs (WIC, CalFresh)
-  Costs claimed in CEC for reimbursement

CMAA FACTS:

- CMAA is not a grant. It is reimbursement based on work already being done
- CMAA invoice protects against double-dipping with federal funds
- CMAA is not one-size-fits-all
- CMAA implementation looks different in every LGA

FISCAL MECHANICS & CONTROLS

- Requires time studies (serves as your backup)
- Documentation for invoice (payroll records, general ledger)
- LGAs act as fiscal gatekeepers
- No duplication of federal funding allowed
- Built-in oversight & audit safeguards



AUDITS

- **Best Practice** - build audit files every year to ensure you are ready in the event of an audit
- **Mock Desk Reviews** - conduct mock desk reviews with claim units to identify any gaps that need to be addressed prior to an official review
- **File Management** - ensure you have all annual training completed, duty statements and standardized file management



SOCIAL SERVICES & CMAA

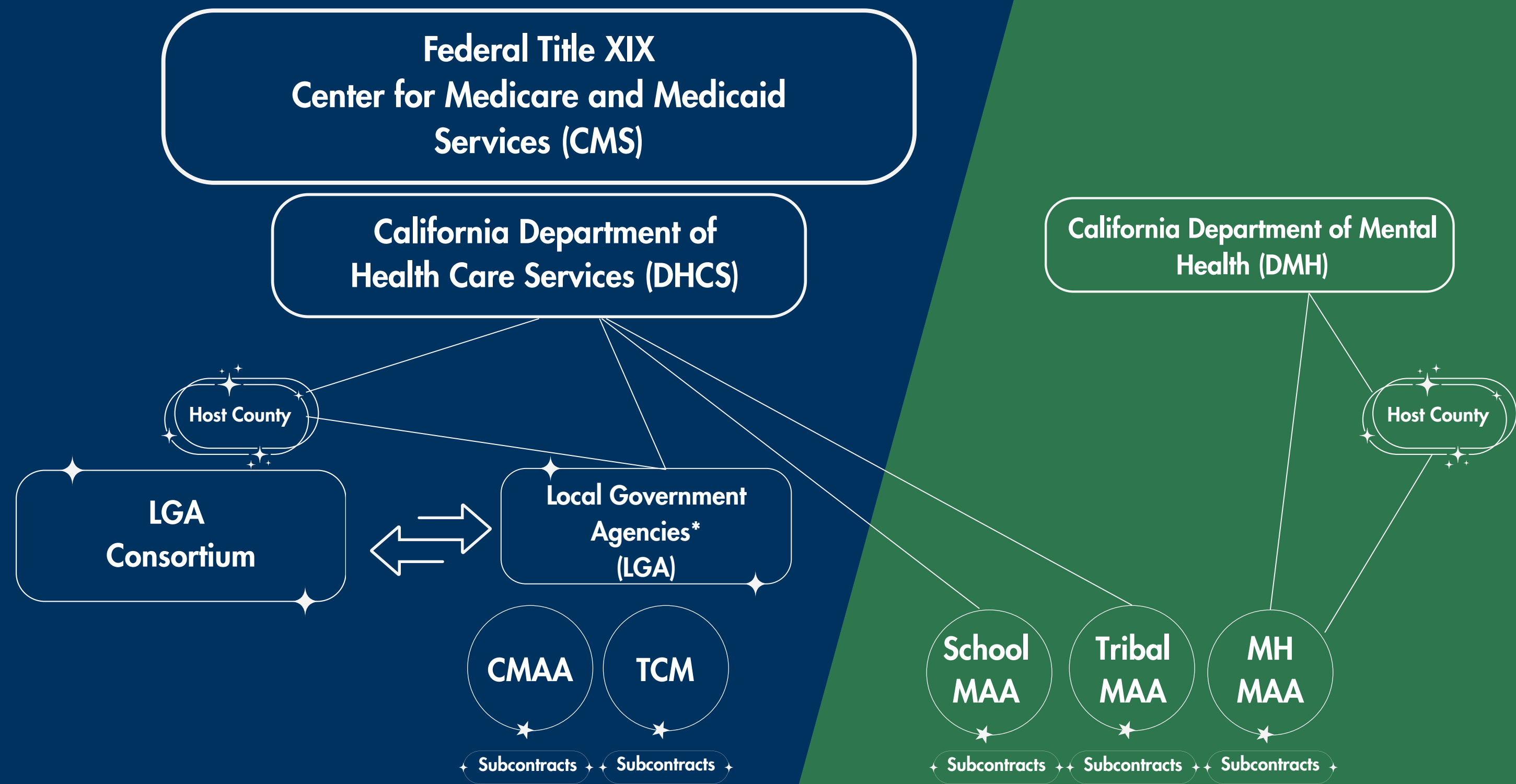
- **California Social Service Programs Already Draw Title XIX Funds:** Quarterly County Expense Claims (CEC) use Health-Related (HR) time study codes for APS staff.
- **Strict Non-Duplication Rule (2 CFR 200):** Hours claimed via the County Expense Claim (CEC) time study **cannot be claimed through CMAA.**
- **Administrative Burden vs. Net Gain:** Setting up an additional CMAA infrastructure alongside an existing CEC framework creates massive audit risk with negligible net return, as the same federal Title XIX bucket is being drawn from.

Note: CMAA is called different things depending on state. It is also called Medicaid Administrative Claiming or MAC.

DHCS REQUIREMENTS FOR PARTICIPATION

- Active MOU with DHCS & Host County; MOU with claim units
- LGA Coordinator must be trained by DHCS Annually
- Claiming plans identifying participating job titles and CMAA activities must be approved prior to starting the quarter
- All participants must be trained by LGA coordinator prior to starting time study and annually thereafter

CMAA & TCM STRUCTURE



*Local Government Agencies (LGAs) include California Counties and select cities (Long Beach, Berkeley, & Pasadena)



Scan this
or go to <https://cal-lga.org/>



CMAA PARTICIPATION ACROSS THE STATE



GETTING STARTED WITH CMAA

Talk with your LGA
Coordinator or
Establish LGA

**Engage with your
LGA Coordinator**

Establish MOUs,
determine eligible
funding, time study
system, claim unit
coordinator, & submit
claim plan to State

Set up Claim Unit

Program monitoring,
training new
participants, quarterly
meetings, annual
training, & quarterly
claiming

**Ongoing
Monitoring & Training**

**Identify Staff to
Participate**

Identify staff doing
claimable activities
who are funded by
allowable revenue
sources (state or local
funds)

Train Claim Units

Initial time study
training and then
annually prior to
beginning of new
fiscal year



FUNDING SOURCES

- County general fund
- 1991 Realignment
- Future of Public Health (FoPH)
- Tuberculosis (TB) Local Assistance funds
- Prop 64 – Community Reinvestment (cannabis tax)
- Tobacco or Opioid settlement funds
- Marriage license, parking meter, and court fees
- Disease Intervention Specialist (DIS) Workforce Development grant
- AIDS Drug Assistance Program (ADAP) rebate funding
- Sexually Transmitted Infections (STI) allocations
- California Dept of Public Health: Behavioral Health Services Act (BHSA) Prevention
- Elevate Youth
- AB109



**Public
Health**

**Substance
Use
Disorder
(SUDs)**

**Aging
Services***

First 5

**Community
Based
Organizations**

**Public
Defender**

WHO IS PARTICIPATING IN CMAA?

**Homeless
Outreach &
Navigation**

HHS Admin*

**Eligibility
Staff***

Probation

**Veterans
Services***

**Public
Guardian***

**not included on CEC*



**COUNTY SPOTLIGHT:
CMAA PROGRAMS
ACROSS
HEALTH AND HUMAN
SERVICES**

Health & Human Services Superagency (HHSA)



- State/Local leverageable funding includes:
 - Intergovernmental Transfer (IGT)
 - County General Fund
 - CMAA Reimbursements
- Funds not used to pay for CMAA
 - Cost Allocation Reimbursements from departments
- Nevada County - 3 staff direct charge and 1 time studies
 - Health and Human Services Agency Director - Direct Charge
 - Chief Fiscal/Administrative Officer - Direct Charge
 - Program Manager - Direct Charge
 - Administrative Analyst - Time Study MAA Support
- Using Direct Charge Method to claim staff who are normally cost allocated to all of the HHSA departments (ex. Behavioral Health, Public Health, Social Services, etc...)
 - Ensures that costs claimed to MAA are not reimbursed through the normal cost allocation process
 - Requires participants to complete monthly Direct Charge Logs
- Estimated MAA Revenues for FY 25/26 \$130K

Health & Human Services Superagency

Claimable Activities

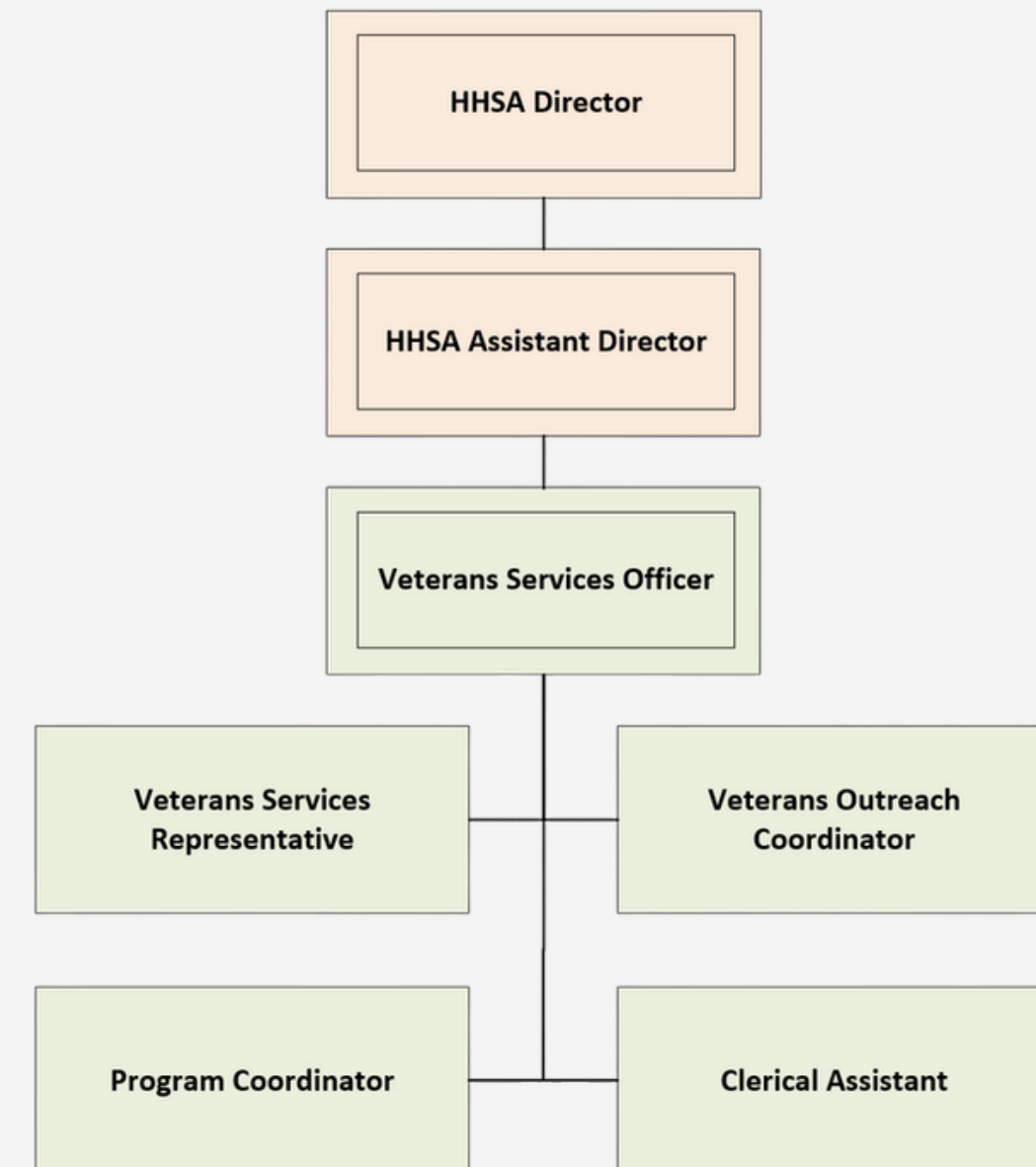


- Identifying gaps or duplication of medical/dental/mental health/chemical dependency counseling services and working with county and/or community partners to close those gaps - examples include coalition meetings, interagency taskforces, and participation in Community Health Assessment and Improvement Planning
- Coordinating with Medi-Cal Managed Care plans including reviewing MOUs and taking them to the BOS for approval and meetings with Plan representatives
- Planning for CalAIM services if planning time is not being reimbursed by a federal PATH funding
- Contract Administration for contracts that include Medi-Cal covered services - examples include scope of work development, contract negotiations, preparing board letters and resolutions, and answering BOS questions about the contracts
- Medi-Cal Administrative Activities (CMAA) Program and Fiscal Support

Veterans Services



- State/Local leverageable funding includes:
 - State Veterans Affairs - Vets License Plate Fund & Vets Subvention
 - County General Fund
 - CMAA Reimbursements
- Funds not used to pay for CMAA
 - Medi-Cal Cost Avoidance



MAA
Non-MAA
Allocated

Veterans Services Claimable Activities



- Initial Interview with a Veteran discussing Medi-Cal benefits
- Outreach events -discussing Medi-Cal and its benefits
- Ordering medical records to coordinate care to medical provider
- Coordinate home health care, prescriptions, medical equipment, behavioral health, or substance disorder treatment
- Meetings to discuss health care needs of an individual
- Assisting with a Medi-Cal application or referring individual where to get assistance with the application
- Attending CalVet meeting, discussing shortage of mental health services for Veterans in rural areas
- Creating outreach materials (web pages, social media posts, brochures) for Medi-Cal services

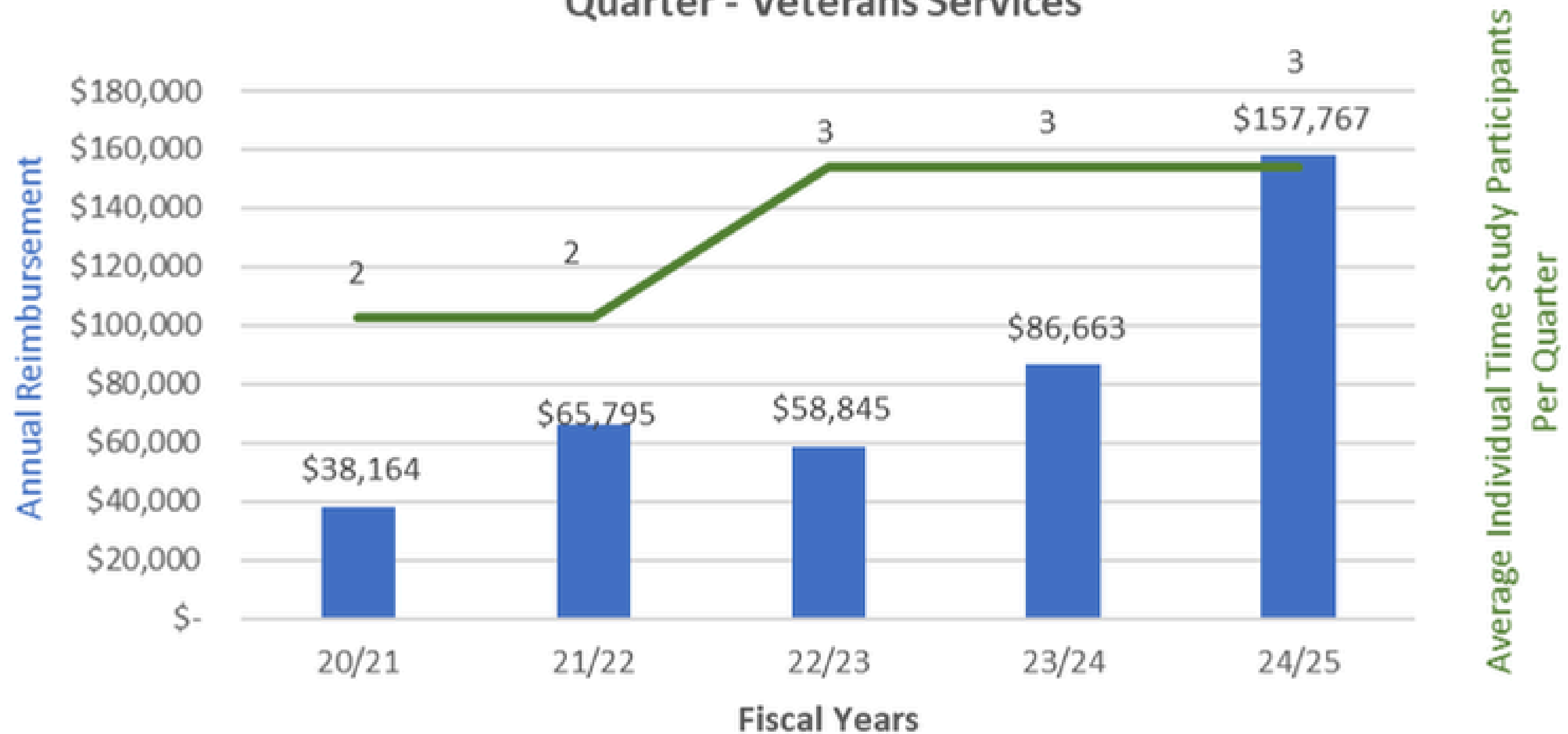
Veterans Services



NEVADA
COUNTY
CALIFORNIA

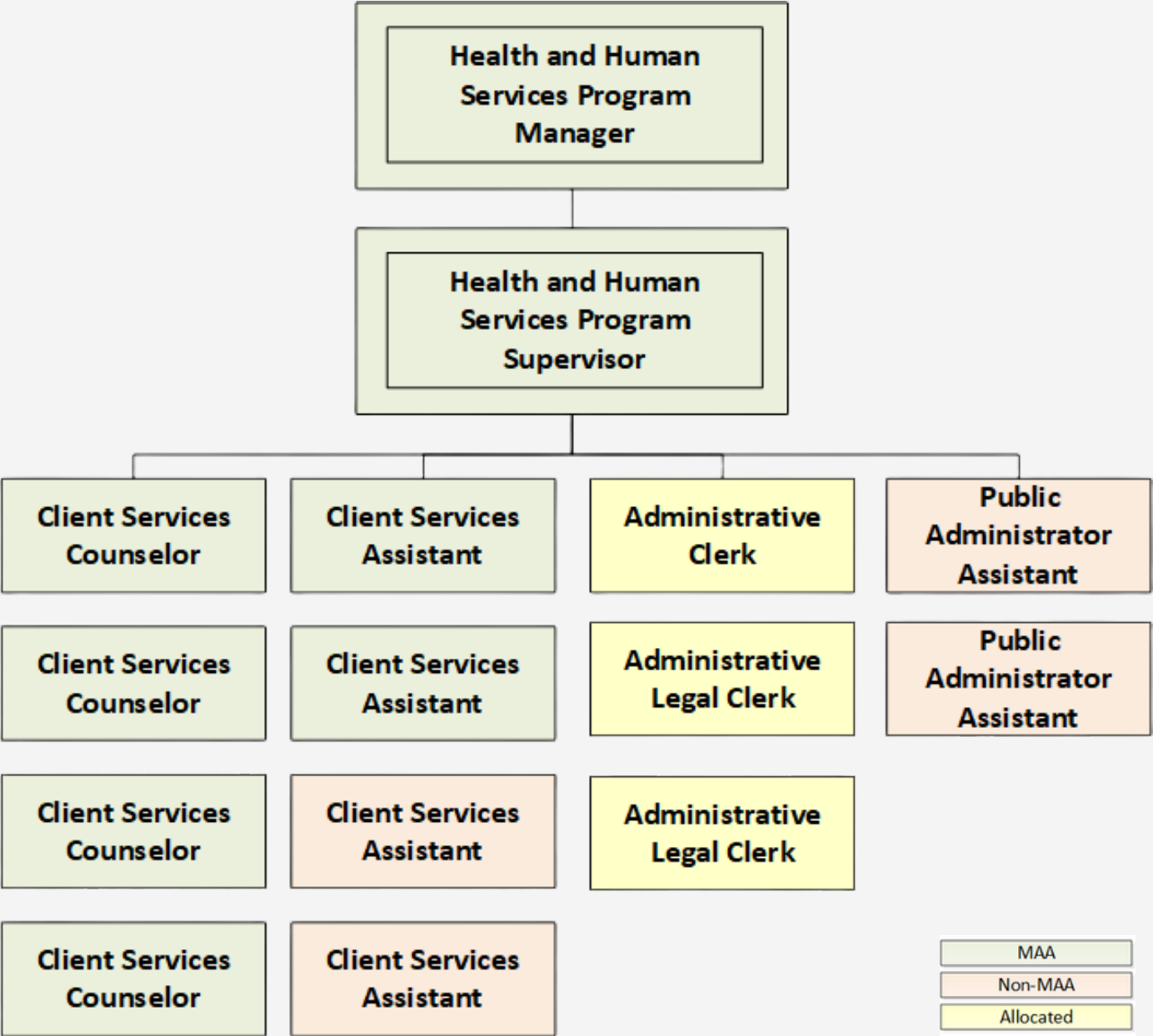
Public
Health

Annual Federal Reimbursement & Average Invoiced Participants per Quarter - Veterans Services



Public Guardian

- State/Local leverageable funding includes:
 - County General Fund
 - CMAA Reimbursements
- Funds not used to pay for CMAA
 - Court Fees



Public Guardian

Claimable Activities

- Assist individuals and families with aspects of the Medi-Cal application and/or redetermination process
- Prepare proposals for expansion and enhancement of health and Medi-Cal services to clients and families based on intra and interagency coordination and collaboration
- Provide information to individuals and families about the Medi-Cal program and refers to Medi-Cal eligibility sites
- Gathering information that may be required in advance of referrals or evaluations covered by Medi-Cal for conservatees living in the community
- Monitor the medical or behavioral health care and treatment of persons placed under the jurisdiction of the Public Guardian

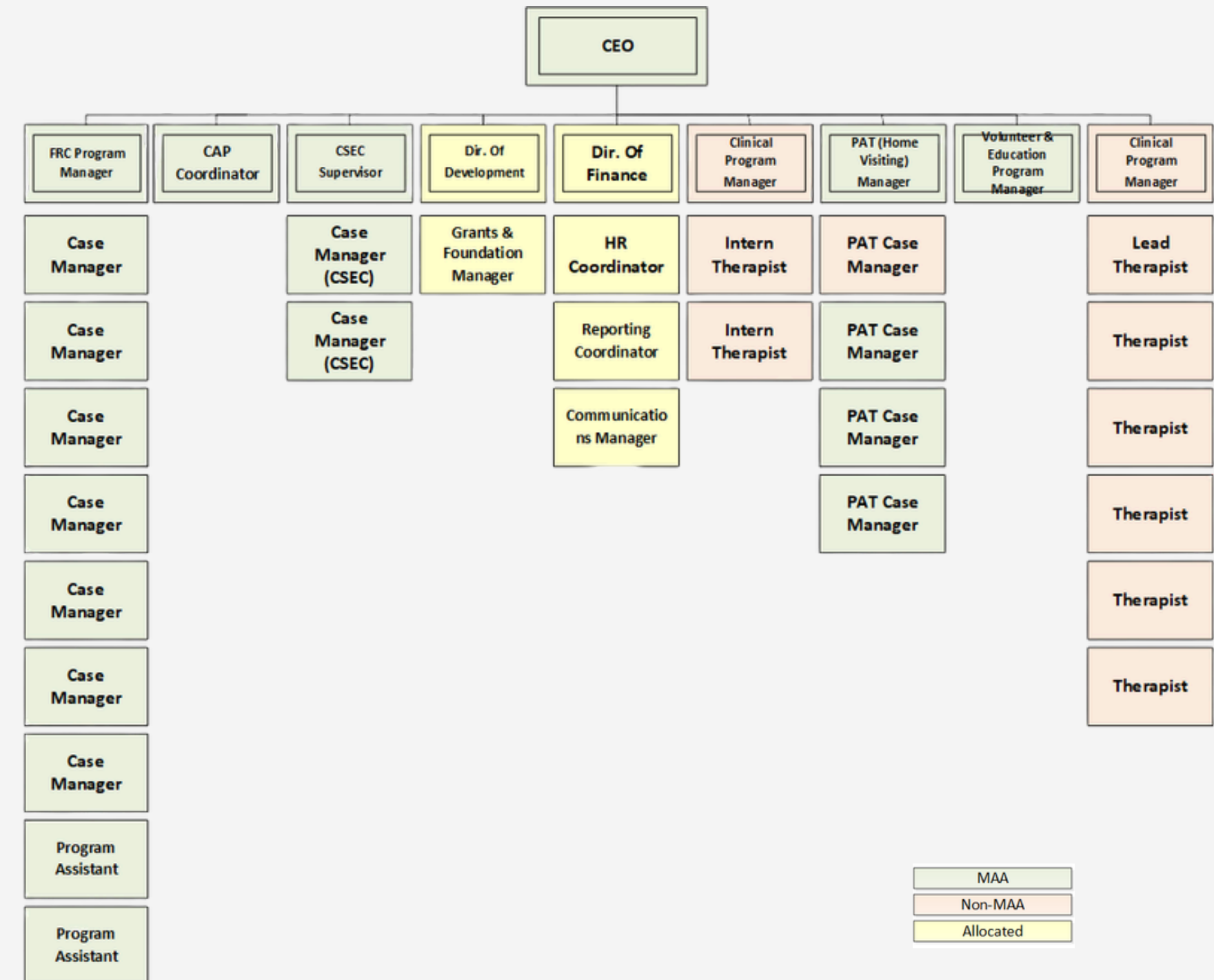
Disclaimer:

CMAA Claimable activities depends on the location of the conservatee due to the Federal Financial Participation (FFP) Institution for Mental Diseases (IMD) Exclusion

Kids First



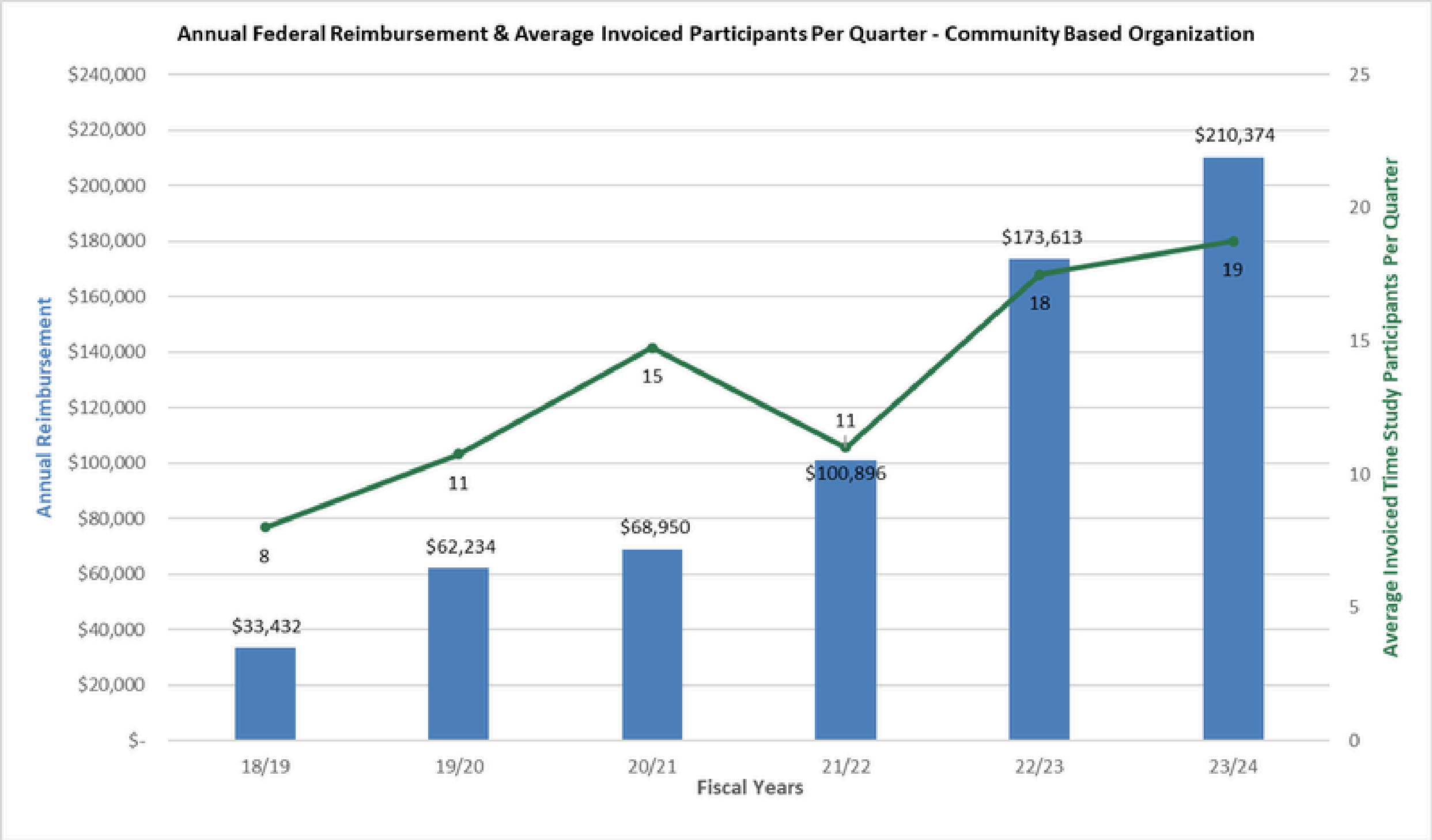
- 20 participating staff
- State/Local leverageable funding includes:
 - Mental Health Services Act (MHSA)
 - Child Welfare Services Outcome Improvement Project (CWSOIP)
 - CMAA Reimbursements
- Funds not used to pay for CMAA
 - Fundraising
 - Road to Resilience - Federal
 - Community Development Block Grant (CDBG) - Federal



Kids First

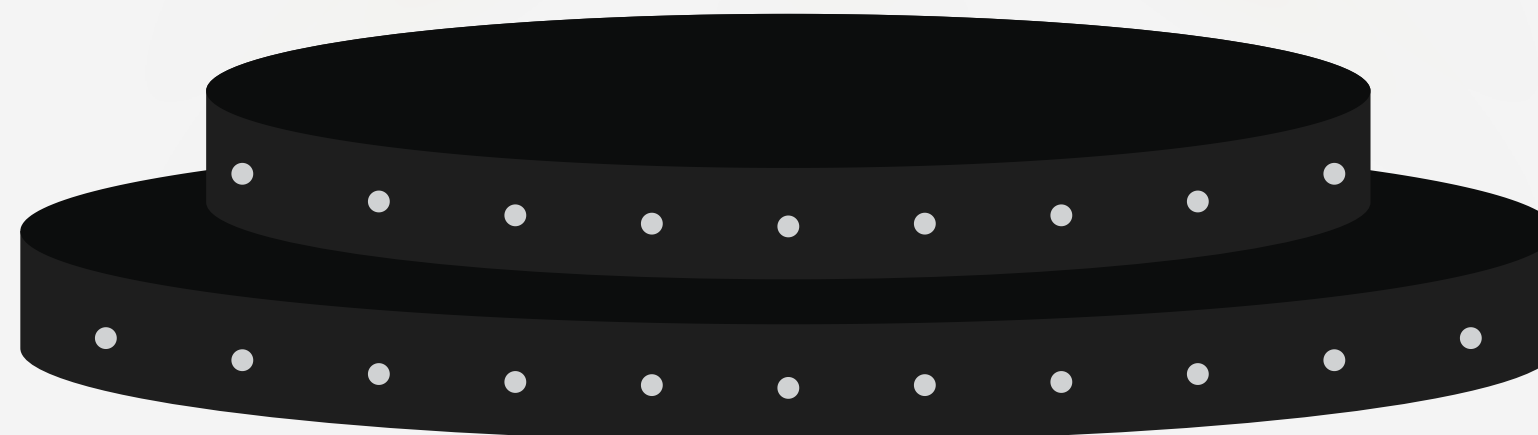


- Greeting a new client to Kids First and informing them about Medi-Cal
- Reviewing medical needs and Medi-Cal services available with a family
- Creating and distributing flyers for Medi-Cal services through Kids First
- Program coordinator & staff meet to develop/plan for policy and procedures to enhance effectiveness of referral/linkages to Medi-Cal services.
- Quality Improvement activities to meet Kid First Medi-Cal Goals & Objectives





COUNTY SPOTLIGHT: CMAA STRUCTURE AT THE LGA LEVEL



LGA SPOTLIGHT



Population:

420,717

Medi-Cal % :

18.59%

LGA Coordinator:

Public Health

Staffing:

4.0 FTE

CMAA PROGRAM SUMMARY



County Partners:

Public Health, Public
Guardian, Veterans
Services, Homeless
Services & Probation

Community Partners:

Family Resource Centers
Housing Navigation, & First
5

FY24/25

Reimbursement:

\$3 million

STAFFING OVERVIEW

Program Manager (1.0 FTE)

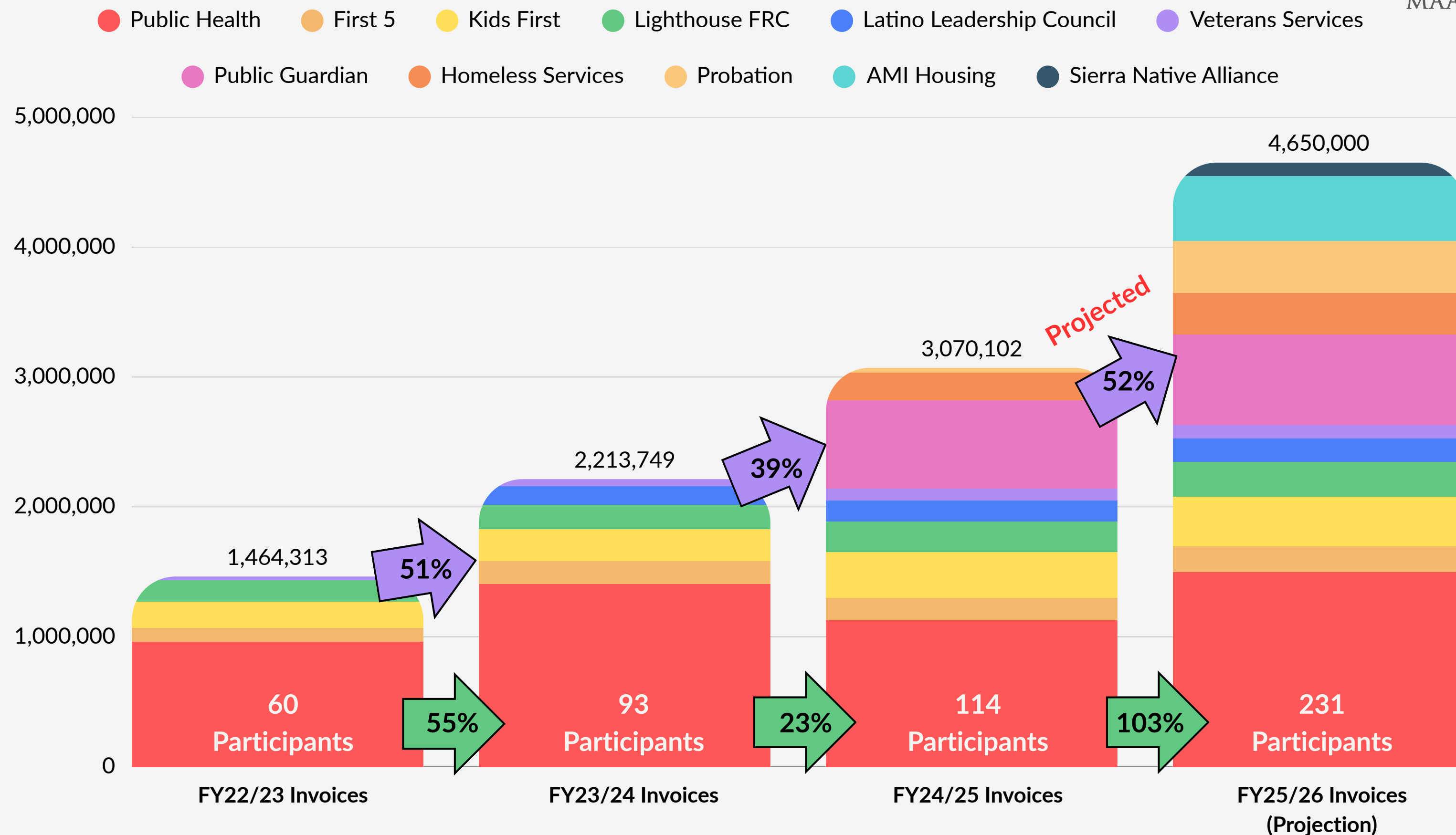
- CMAA/TCM LGA EC Co-chair
- Manage program performance
- Program development & outreach
- Monthly & quarterly meetings
- CMAA invoices - final review, signatory
- Contract administrator

Sr. Staff Services Analyst (1.0 FTE)

- Monitor program performance
- Work with CMAA participants
- Primary trainer
- CMAA invoices - reviewer
- Claiming unit updates
- Meetings with claiming units
- Monitor contract requirements
- Leads mock desk reviews

Staff Services Analyst (2.0 FTE)

- Time survey review
- Reporting & analysis
- Payroll verification
- CMAA invoice preparation
- Alternate trainer
- Monitors claims outside of CMAA for purposes of revenue offsetting



LGA SPOTLIGHT

Population:

102,195

Medi-Cal % :

28.24%

LGA Coordinator:

Public Health

Staffing:

1.55 FTE

CMAA PROGRAM SUMMARY

County Partners:

Public Health, Public
Guardian, Veterans
Services, HHS Admin,
Probation, and Housing
& Community Services

Community Partners:

First 5, NCSOS Family
Resource Centers, Child
Advocates, & Yuba Harm
Reduction Collective

FY24/25

Reimbursement:

\$1,441,926

STAFFING OVERVIEW

LGA Coordinator

Senior Administrative Analyst
(0.8 FTE)

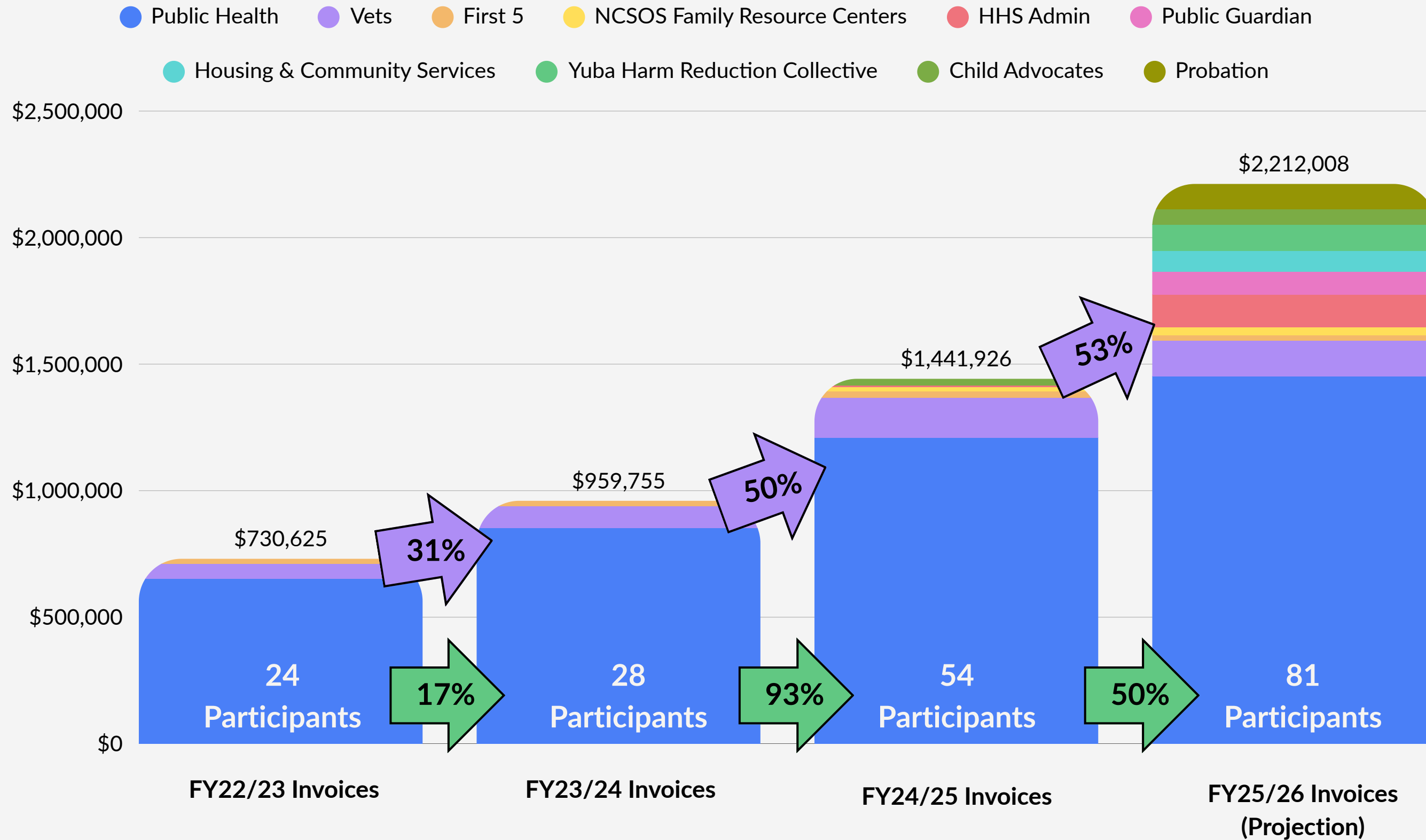
- Manage program performance
- Program development & outreach
- Prepare claiming plans and amendments
- CMAA Invoices - preparation, review, and final signatory
- Contact administrator
- Develop training content & train staff
- Time survey review
- Payroll verification
- Maintain audit files for state review

Administrative Assistant
(0.25 FTE)

- Train staff
- Work with CMAA participants needing additional help
- Monitor time study performance
- Set up time studies in online system
- Help develop Coding Guides and training materials
- Maintain audit file documentation
- Focus on supporting Public Health and community-based organization units

Administrative Analyst
(0.50 FTE)

- Prepare CMAA invoices
- Prepare claiming plans and amendments
- Set up time studies in online system
- Set up and monitor direct charge logs
- Focus on supporting county units except Public Health



LGA SPOTLIGHT



Population:

44,842

Medi-Cal % :

30.65%

LGA Coordinator:

Administration Division
of Health and Human
Services Agency

Staffing:

1.0 FTE

CMAA PROGRAM SUMMARY



County Partners:

HHS Admin, Public
Health, Public Guardian,
Veterans Services,
Probation, and First 5.

FY24/25 Reimbursement:

\$1,649,613

◦ Monit

LGA Coordinator

Program Coordinator (1.0 FTE)



- CMAA/TCM LGA EC Member at Large
- Manage program performance
- Program development & outreach
- Monthly & quarterly meetings
- CMAA invoices - preparation, review and final signatory
- Claiming unit updates
- Meeting with claiming units
- Primary trainer
- Time survey review
- Payroll verification

