

Region 9 LEC
School-Based Medi-Cal Administrative Activities (SMAA)
Orange County Department of Education

2016-2017

New District SMAA Coordinators
Training



What is SMAA?

Medi-Cal in California Schools

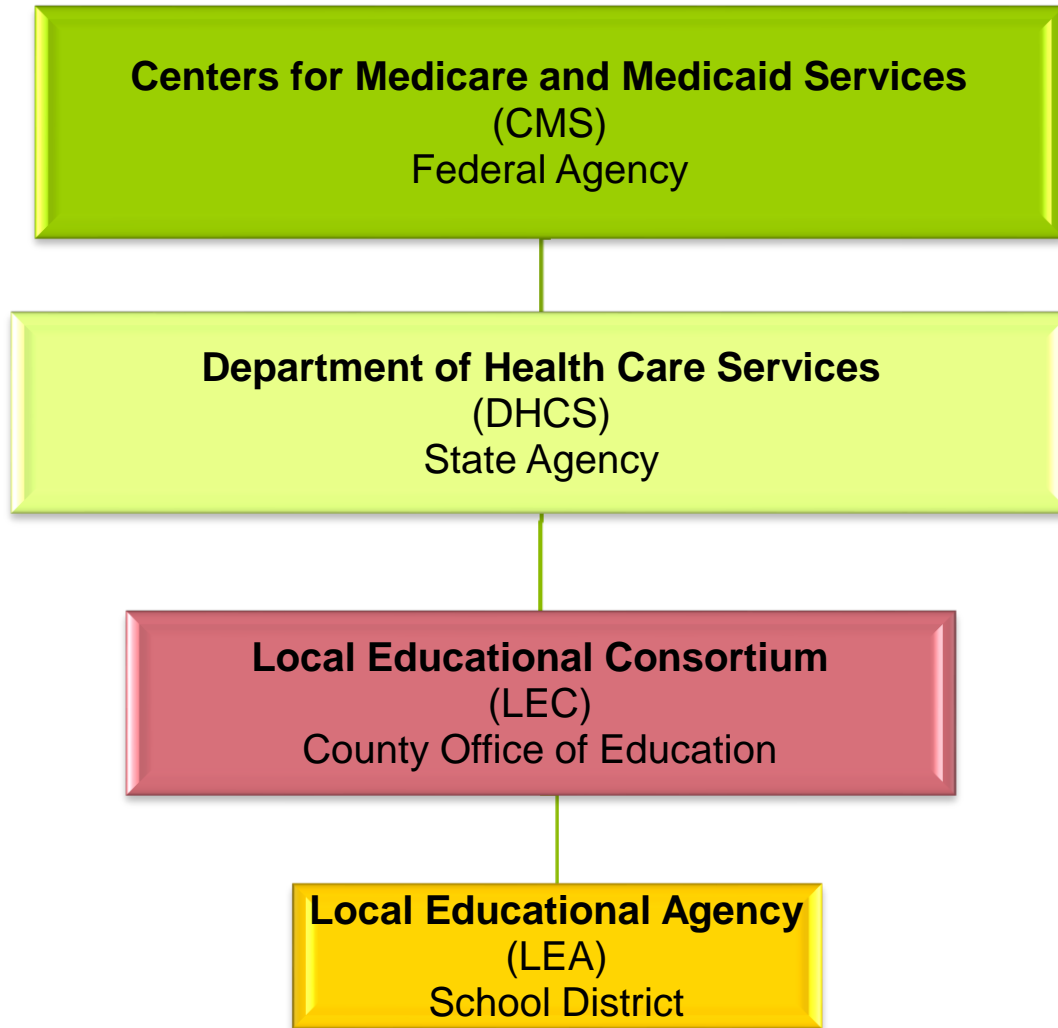
- **LEA Medi-Cal Billing Option** provides reimbursement for direct health services at fee-for-service rates.
- **School-Based Medi-Cal Administrative Activities (SMAA)** provides partial reimbursement to school districts, community colleges, charter schools and county offices of education for administrative activities necessary for the proper and efficient administration of the Medi-Cal program.



SMAA

- SMAA stands for School-Based Medi-Cal Aministrative Activities.
- The SMAA program is a federal reimbursement program available from the Centers for Medicare and Medicaid Services (CMS).
- In California, the program is managed by the Department of Health Care Services (DHCS).
- Locally, the program is administered by a Local Educational Consortium (LEC), a County Office of Education (COE).

SMAA Program Structure



SMAA – Purpose

- Improve availability and accessibility of Medi-Cal services for students and their families
- *How are you improving, providing, and/or increasing availability and accessibility of Medi-Cal services to students and their families?*

Who participates in
SMAAA?

SMAA Participants

- Generally, participants are district employees who perform Medi-Cal health related services or administrative activities associated with those Medi-Cal health related services.
- Eligible employees must:
 1. Perform SMAA related activities on a regular or routine basis
 2. Not be 100% federally funded
- **Time Survey Participants** (TSPs) are identified and determined eligible to participate by each district SMAA Coordinator (or other district administrator).
 - A TSP list is created and updated each quarter by each district's SMAA Coordinator.

Examples of Potential Participants

- Examples of district employees that might perform SMAA activities:
 - Special Education Staff
 - Occupational Therapists, Physical Therapists
 - Nurses, Health clerks, Health aides
 - School Psychologists
 - Counselors
 - Speech Language Pathologists
 - Principals, Asst. Principals, Special Ed Teachers (Resource or SDC)
 - District Office Administrators or Administrative Staff

SMAA Activities

- SMAA activities may include:
 - Medi-Cal outreach
 - Facilitating the Medi-Cal application
 - Arranging the transportation of Medi-Cal eligible individuals to and/or from Medi-Cal covered services
 - Referring, coordinating, and monitoring Medi-Cal services
 - Program planning and policy development
 - MAA coordination and claims administration
 - General administration
 - Third-party translation related to Medi-Cal services

SMAAA Reimbursements

SMAA Invoice

- Prepared quarterly using the approved DHCS invoice template found on DHCS' website (RMTS invoice template pending approval)
 - <http://www.dhcs.ca.gov/provgovpart/Pages/SMAAInvoices.aspx>
- Once all the coding for the quarter has been finalized, percentages will be sent to all districts by the LEC
 - Coding percentages are for the entire region
- Finalized blue ink signature invoices with all requested documentation should be submitted to the LEC by the deadline

SMAA Invoice (cont'd)

- LEC will review and approve each invoice prior to submittal to DHCS
- All invoices must be submitted to DHCS by their deadline
 - Failure to submit invoices in a timely manner may result in non-payment of invoices. There is a 24 month calendar in which invoices must be reported to CMS for funds to be available for payment

SMAA Roles and Responsibilities

District's MAA Coordinator Roles & Responsibilities

- Attend regional trainings and meetings
- Update and maintain information in the Random Moment Time Survey (RMTS) system
- Ensure TSPs respond to assigned moments and maintain district compliance
- Maintain Audit File documentation
- Invoice preparation and certification

Third-Party Vendor Roles & Responsibilities (optional)

- Vendors may:
 - Prepare district invoices for district signature
- Vendors may not:
 - Have access to the RMTS system
 - Retain district audit files
 - Perform district invoice or site reviews at the LEC level

LEC MAA Coordinator Roles & Responsibilities

- Work with districts, RMTS system vendor (PCG), and DHCS
- Monitor program with DHCS guidelines
- Implement and maintain RMTS system
- Code moments and ask clarifying questions if necessary
- Review 10% of all random moment samples

LEC (cont'd)

- Review and submit invoices to DHCS
 - Optional service beginning 2016-2017 for LEC to prepare SMAA invoice for district review and certification
- Review all training materials created/used by a district (must be reviewed prior to use) and resource documents and submit to DHCS for approval.
- Randomly identify districts for site reviews
 - Review at least once every three years

DHCS Roles

- Update School-Based MAA Manual
- Clarify policy in Policy and Procedure Letters (PPLs)
- Contract with LECs and CMS
- Provide RMTS coder training
- Review and approve invoices
- Conduct desk and site reviews
- Review 10% of all random moment samples

CMS Roles & Responsibilities

- Approve California School-Based MAA program manual and invoice
- Approve all RMTS processes, forms, trainings, materials, and substantive updates
- Conduct random LEC claiming unit reviews
- Oversee California compliance with federal regulations
- Represent California with CMS Central Office

SMAAA Resources

MAA Program Resources

- Department of Health Care Services
www.dhcs.ca.gov
- School-Based Medi-Cal Administrative Activities (SMAA)
www.dhcs.ca.gov/provgovpart/Pages/SMAA.aspx
- Region 9 LEC site
<http://www.ocde.us/Medi-CalAdministrativeActivities/Pages/default.aspx>



Questions?

Thank you!

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