

# MEDI-CAL PROGRAM GUIDE LETTER # 590

February 2, 2006

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**Subject** County Medical Services (CMS): Supervisory Review Process

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**Effective Date** February 6, 2006

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**Reference** County Policy

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**Purpose** The purpose of this letter is to inform staff of a program modification of the formal first level supervisory review in the County Medical Services (CMS) Program. Supervisors will continue to resolve issues and concerns from applicants whenever possible before advising them to file a request for an Administrative Hearing.

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**Background** The CMS program currently has two levels for handling eligibility appeals; Supervisory Review and Administrative Hearing. Both levels require a formal written decision. When applicants are dissatisfied with the Supervisory Review decision, they then have the right to appeal and have their case reviewed by a County Hearing Officer at an Administrative Hearing. The appeals process will change to one level only, which will be the Administrative Hearing process. This change is being made in a continuing effort to streamline and improve the CMS Program.

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**Change** Effective February 6, 2006, there will be one step in the CMS Eligibility Appeals process. All denial NOAs will be revised to advise applicants to request an Administrative Hearing if they disagree with the County's action. If applicants are dissatisfied with the County Hearing Officer's decision, they may still file an appeal the San Diego County Superior Court.

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**Forms and NOAs** The table below shows the revised forms and NOAs.

Form/NOA	Name	Action
HHSA: CMS-10 (Eng/Sp)	Supervisory Review Decision	Obsolete
HHSA: CMS-31 (Eng/Sp)	Repayment Demand Letter	Revised
HHSA: CMS-39 (Eng/Sp)	Eligibility Determination	Revised
HHSA: CMS-39P	Period of Ineligibility	Revised
HHSA: CMS 39ERD	Emergency Room Denial	Revised
NOA 510	Erroneous Denial rescinded	Revised

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NOA 951	Denial – No Statement of Facts	Revised
NOA 952	Denial – Withdrawal	Revised
NOA 953	Denial – Other than Excess Income/Property	Revised
NOA 956	Denial – Excess Income	Revised
NOA 982	Denial – Failed to Provide Verification	Revised
NOA 984	Denial – Excess Property Including Spend Down Requirements	Revised

**Automation Impact**      None.

**Forms Impact**      All obsolete versions of the affected forms may be recycled.

**Quality Control**      None.

**Summary of Changes**      The table below shows the MPG changes.

Article	Changes
Article A, Section 9	Deletes obsolete form
Article A, Section 12	Removes the Supervisory Review level step in the CMS Appeals process.

**Filing Instructions**      The table below shows how to file the MPG material.

Remove:	Replace with:
Article A-9-1 through 4	Article A-9-1 through 4
Article A-12-i	Article A-12-i
Article A-12-1 through 6	Article A-12-1 through 5

**Manager Approval**



John Pierce  
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 Medical Care Program Administration  
 Regional Program Support

TO GS 013006 ADV "YES" (E-MAIL HCAD ONLY)