

MEDI-CAL PROGRAM GUIDE LETTER #599

September 7, 2006

Subject County Medical Services (CMS) Supervisory Review Process for First Level Appeals

Effective Date October 1, 2006

Reference County Policy

Purpose The purpose of this letter is to inform staff of the reinstatement of the First Level Supervisory Review as the first step in the CMS Appeal process.

Background In February 2006, in an attempt to streamline the CMS program, modifications were made to do away with the Supervisory Review as the first level in the CMS appeal process. Due to the impact on Appeals staff, and in order to provide the best customer service possible, it is now determined that the Supervisory Review should be reinstated as the first level in the CMS Appeal process.

Change Effective October 1, 2006, there will again be two levels for handling CMS eligibility appeals; First Level Supervisory Review and County Administrative Hearing. Both levels require a formal written decision. When applicants are dissatisfied with the First Level Supervisory Review decision, they then have the right to appeal and have their case reviewed by the County Hearing Officer in an Administrative Hearing. All denial NOAs have been revised to inform applicants of how they may request either a First Level Supervisory Review or a County Administrative Hearing.

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Forms Impact The table below shows the revised forms. Health Care Administration (HCA) e-forms have been updated to include instruction on how to request a First Level Supervisory Review.

Form/NOA	Name	Action
HHSA: CMS-10 (Eng/Sp)	First Level Supervisory Review Decision Letter	Reinstated
HHSA: CMS-31 (Eng/Sp)	Repayment Demand Letter	Revised
HHSA: CMS-39 (Eng/Sp)	Eligibility Determination	Revised
HHSA: CMS-39P	Period of Ineligibility	Revised

Automation Impact None.

Quality Control None.

Appeals Impact As stated in this MPG Letter.

Summary of Changes The table below shows the MPG changes.

Article	Changes
Article A, Section 9	Reinstates form HHSA: CMS-10
Article A, Section 12	Inserts the First Level Supervisory Review as the first step in the CMS Appeal process.

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

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

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**Manager
Approval**

ORIGINAL SIGNED BY:

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