

**DEPARTMENT OF SOCIAL SERVICES**

744 P Street, Sacramento, CA 95814



September 13, 2007

ALL-COUNTY LETTER NO.: 07-32

TO: ALL COUNTY WELFARE DIRECTORS  
ALL IHSS PROGRAM MANAGERS

SUBJECT: ADDITIONAL CLAIMS TO BE SUBMITTED THROUGH THE CONLAN II CLAIMS  
PROCESS

**REASON FOR THIS TRANSMITTAL**

- State Law Change  
 Federal Law or Regulation  
Change  
 Court Order  
 Clarification Requested by  
One or More Counties  
 Initiated by CDSS

**REFERENCE: ALL-COUNTY LETTER NO. 07-11  
COUNTY FISCAL LETTER NO. 06 / 07 - 34**

This All-County Letter (ACL) provides counties with updated information on the reimbursement process for In-Home Supportive Services (IHSS) recipients who have paid excess out-of-pocket Share of Cost (SOC) expenses.

ACL 07-11 states:

“A claim for a medical expense incurred by a recipient during the period of time between the date Medi-Cal eligibility was established and the first date that the recipient received benefits under the Buy-Out program are not subject to the Conlan II reimbursement claims process **at this time**. In order to be eligible under claims process, the individual must have met his or her Medi-Cal SOC or was eligible for no SOC Medi-Cal in the month in which the service is claimed.”

Since the February 2007 release of ACL 07-11, the California Department of Social Services (CDSS), Adult Programs Division (APD) has been researching the complex issues surrounding Conlan II SOC and Medically Recognized Expenses, related to the Buy-Out, with the goal of identifying the appropriate mechanism for reimbursement of these claims. In order to minimize the confusion related to the combination of Conlan II, SOC and Buy-Out claims, all beneficiaries/recipients who believe they have paid a SOC in excess of their obligation must submit their claims through the Department of Health Care Services (CDHCS) Beneficiary Services Center (BSC), unless it is a Buy-Out claim for reimbursement for the current month or one month prior. Those reimbursements may be made by the County using the Special Pre-Authorized Transaction (SPEC) created for this purpose.

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The BSC will then forward the claims to CDSS, APD. CDSS will review and process claims as required. The complexity of these claims requires that State staff analyze and sort through the facts associated with each claim.

An additional ACL is in development that will provide the necessary instructions for the county "Buy-Out" determination process described above. It will also include examples and details on how to determine if the recipient missed the Buy-Out through **no fault of their own**. This ACL is expected to be released in September 2007.

County staff should refer recipients who wish to file a claim to the BSC at (916) 403-2007 or TDD (916) 635-6491.

Any questions from county staff should be directed to the Conlan II Unit Manager, Adult Programs Operations Bureau, at (916) 229-4000.

Sincerely,

***Original Document Signed By:***

EVA L. LOPEZ  
Deputy Director  
Adult Programs Division