



TEXAS HEALTH AND HUMAN SERVICES COMMISSION

ALBERT HAWKINS
EXECUTIVE COMMISSIONER

January 23, 2009

Dear School District Superintendent:

This memo is to inform you of a change in state policy regarding individuals who enter the quarterly Medicaid Administrative Claiming (MAC) financial information for the Health and Human Services Commission's (HHSC) MAC project. Effective February 1, 2009, employees or contractors (including Shared Service Agreements and Cooperatives) of the school district may enter and certify the financial information within the Fairbanks system. HHSC's previous interpretation of the directives from the Centers for Medicare and Medicaid Services (CMS) has been that only employees of the school district could enter and certify the financial information in the Fairbanks system.

If a school district chooses to authorize a contractor to enter and certify the financial information, the school district must document the authorization and provide the documentation of authorization upon request. HHSC recommends that the authorization to enter and certify the quarterly financial information be incorporated into the contract with the authorized entity. The school district will be held responsible for the actions or inactions of its authorized contractor.

By permitting school district contractors to enter and certify the quarterly financial information, it is our hope that more school districts will be able to participate in the MAC project. Participation in the MAC project allows the school district to receive additional federal funding for activities that facilitate students' access to Medicaid funded services. To participate in MAC, please contact the staff indicated below:

Regions 2,3,5,6,12,13,20

Contact Amanda Hudson at (512) 491-1198 or by e-mail at Amanda.Hudson@hhsc.state.tx.us

Regions 1,4,7,8,15,16,19

Contact Sandra Brabandt at (512) 491-1314 or by e-mail at Sandra.Brabandt@hhsc.state.tx.us

Regions 9,10,11,14,17,18

Contact Renee Elliott at (512) 491-1740 or by e-mail at Renee.Elliott@hhsc.state.tx.us

Please let me know if you have any questions or need additional information. Beatrice Sager, Medicaid/CHIP Program Specialist, serves as lead staff on this matter and can be contacted at (512) 491-1332 or by e-mail at Beatrice.Sager@hhsc.state.tx.us.

Sincerely,

A handwritten signature in cursive script that reads "Chris Traylor". The signature is written in black ink and is positioned above the printed name and title.

Chris Traylor
Associate Commissioner for Medicaid/CHIP Division

cc: Robert Vitela, Texas Education Agency