

MAC Newsletter

Medicaid Administrative Claiming for Local Public Health Departments

MAC Update

- 77 Agencies currently participate in MAC.
- 146 Claiming Units
- 1,782 Time Study Participants
- 52 Health Commissioners time study each quarter.
- 14 agencies have Environmental staff participating.
- 3QSFY13 MAC Claims for Local Health Departments totaled \$1,556,313
- 3QSFY13 MAC Claims for the Ohio Department of Health totaled \$702,642

Ohio's MAC - Helping You to Help Others

MAC Training Materials

There is a new updated **Financial Coordinator Manual** for MAC on the website. We have included print screens, attachments and more detail on the process of verifying the percentage summary and generating the claim worksheet.

The attachments are: A) Implementation Plan, B) MAC Revenue Qualifier Sheet and C) Payroll Spreadsheet (revised).

You no longer have to breakout the insurance, PERS, etc. for the employee payroll. Just need the total payroll paid and what funds were used.

If we missed something or you would like more detail on a specific process please let us know.

MAC Claim Deadline

Starting with the 1QSFY14 claim we will be enforcing the "Completion of Claim to MAC Unit" date listed on your KEY MAC Time Study Dates sheet that we send out to all MAC Coordinators. If we find a discrepancy in your claim or payroll spreadsheet we will contact you so they can be corrected. If there is a problem with getting your claims done on time we will try to work with you. If we cannot resolve an issue then the claim will have to wait to be included in the next quarters claim.

Our Vision: Reducing Health Disparities by assuring the opportunity of eligible clients to obtain proper Medicaid Services.

Improvements to the MAC Application

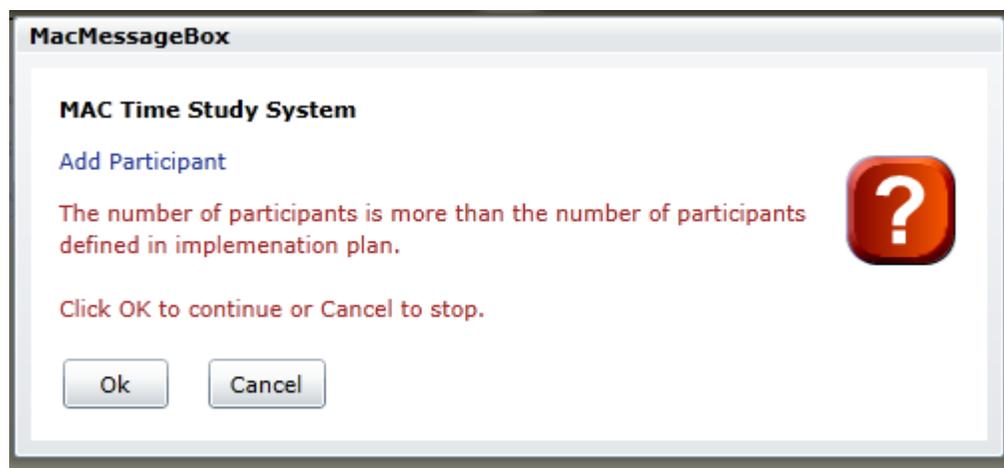
MAC Time-Study System



We have made some additional updates in the MAC application but most of them are behind the scene to help the system perform better. We are always adding to our “wish list” of things we would like the system to do and reports that “would be nice” to have available.

Why do I get this message?

If you add more participants than you have listed on your implementation plan the following message will appear.



The system will allow you to add **3 people** over the approved plan. If these individuals are going to participate in the time study each quarter you will need to update your plan.

MAC Website Updates

<http://www.odh.ohio.gov/about/finmgmt/whatismac.aspx>



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Other Guides and Useful Information

- [MAC Codes and Descriptions](#)
- [Coding Terms and Definitions](#)
- [Methodology Guide](#)

Medicaid Eligibility Rate (MER) Sheets

- [July 1, 2012 through June 30, 2013](#)
- [July 1, 2013 through June 30, 2014](#)

Commonly Used Codes

One way to help time study participants have a better understanding of MAC Coding is to develop a list of activities that take place in their agency in a typical week. The list of Commonly Used Codes assist in connecting a particular code to the activity performed. Below are some examples:

- [Commonly Used MAC Codes](#)
- [Commonly Used Codes for Administrative Staff](#)
- [Commonly Used Codes for Environmental](#)

(Note: The MAC Time Study Participant, Coordinator and Financial manuals have replaced The Local Health Department Manual.)

Last updated 9/16/2013

We have added to the MAC Website under “Other Guides and Useful Information” a section called “Commonly Used Codes”.

These lists are based on activities that you do during a typical week and we help connect it to the code the activity would fall under. You can make your own list based on your claiming unit and the activities they do each day.

If you have trouble opening any of the links please contact Jamie or I. Also if there is something that you would like to see on the website or have available to use, please let us know.

Ask Mackie!



Q: If we have a time study participant on paid sick leave (disability, maternity) during time study week do we need to delete them from the roster?

*A: If it's **paid** sick leave the Time Study Coordinator will reassign the Time Study Participants daily log sheet to themselves and they will fill in the participant's regular schedule using Code 15-A. If it's **unpaid** leave then delete them from the roster or mark them as invalid after the time study takes place.*

Q: After adding a new time study participant in the application the new name will not show up on the drop down list to add to the roster. What am I doing wrong?

A: When you add a new time study participant's name in the application you will need to log out of the MAC Application (not completely out of Gateway) and log back in. The name should then appear on the drop down list of names for your agency.

Q: Are all of the Health Departments in Ohio participating in MAC?

A: No, there are still over 50 LHD's that do not participate in the MAC time study.



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New MAC Website address

<http://www.odh.ohio.gov/about/finmgmt/whatismac.aspx>