

# MAC Newsletter

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## Medicaid Administrative Claiming for Local Public Health Departments

### MAC Update

We have Policy Issuance #3 - MAC Reimbursement and SEFA Reporting.

#### Policy Issuance #3

Date Issued: May 30, 2013  
Effective Date: May 30, 2013  
Title: Reporting MAC Reimbursement on Federal SEFA Report

The Ohio Department of Health (ODH) has been notified by the Office of Budget and Management (OBM) to begin reporting Medicaid Administrative Claiming (MAC) on the Federal SEFA Report. Nothing has changed regarding how MAC reimbursement can be used and you do not claim it as Federal dollars. This is just a way to follow how ODH disbursed the money to the Local Health Departments. Please inform your Fiscal Officer when reporting MAC reimbursement on your SEFA report to use CFDA# 93.778.

Kim Dick/MAC Unit and Jennifer McCauley/ODH Grant Unit will be participating in the weekly LHD conference call on Wednesday, June 5<sup>th</sup> if you have any questions.

*Ohio's MAC - Helping You to Help Others*

### MAC Training Materials

New MAC Coordinators and time study participants will have to take ***“What is Medicaid Administrative Claiming”*** through Ohio Train (**Course# 1043142**). This will meet the requirements of the mandatory training that has to take place before an individual can participate in the MAC Time Study. The Time Study Coordinator and Time Study Participant training materials have been updated into a Manual for each area.

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

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# Improvements to the MAC Application

## MAC Time-Study System



We have made some additional updates in the application that you will see over the next few weeks. Some of the updates have already been uploaded into the application but a few will be uploaded mid-June.

- Email notifications have been updated so they will have the correct information and formatting to make it easier to read.
- The “start date” and “end date” on your ToDo list has been corrected so the “start date” will be the date we submitted the Key MAC Dates in the MAC application and the “end date” will be when the task is due according to the Key MAC Dates.
- Under Menu/Configuration/Implementation Plan you will see the list of submittal dates so you can view the latest implementation plan for your claiming unit.

Claiming Unit	Submittal Date
Public Health	10/18/2010
Public Health	06/21/2011
Public Health	03/30/2012
Public Health	06/18/2012
Public Health	06/25/2012
▶ Public Health	01/09/2013

- The task for the MAC claim worksheet has been changed from “update payroll” to “Generate Claim Worksheet”.

# MAC Website Updates

**NEW Website address:**

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



Forms | Rules | Local Health Departments | About Us | Data & Statistics | Our Programs  
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## Medicaid Administrative Claiming (MAC)

**What is MAC?**

The Medicaid Administrative Claiming (MAC) Program provides reimbursement to Local Health Departments (LHDs) for administrative activities that directly support efforts to identify and enroll eligible clients into Medicaid, to bring them services covered by Medicaid, to remove barriers to accessing Medicaid services and to reduce gaps in Medicaid services.

Public Health agencies and the Medicaid Program share a focus on improving access to health care for low income Ohioans. LHDs know that a lack of health insurance, limited availability of providers, limited transportation, language barriers and the complex health care system pose challenges to many Ohioans. Through MAC a LHD can be reimbursed, in part, for their efforts that assist low income Ohioans in enrolling in Medicaid and accessing appropriate Medicaid-covered services.

Medicaid covered services are those medical, dental, and mental health services in Ohio's Medicaid State Plan. If a LHD helps people from the community to enroll in Medicaid, or obtain a Medicaid service such as EPSDT, immunizations, family planning, BCMH, or prenatal care, it is likely the agency is doing reimbursable MAC activities.

Examples of MAC reimbursable activities would be:

- Medicaid Outreach
- Facilitating Medicaid Eligibility
- Referral, Coordination and Monitoring of Medicaid Services
- Transportation and Translation for Medicaid Services
- Medical Related Provider Relations
- Program Planning, Development & Interagency Coordination of Medical Services

LHDs are in an ideal position to identify Ohioans who are in need of health care services and all LHDs may participate. Each interested agency must enter into a contract with the Ohio Department of Health, complete an implementation plan and complete a quarterly time study to document the staff time on MAC activities. LHDs are able to receive reimbursement for up to 50% of the costs related to their MAC activities.

What is MAC?  
Getting started - New Agencies  
MAC Time Study Coordinator  
MAC Time Study Participant  
MAC Financial Coordinator  
Other Guides and Useful Information  
OhioTRAIN  
MAC Newsletters  
External Links  
MAC Contacts

The MAC Website has a new web address you need to save in your "Favorites":

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

The website has been updated and we expanded the menu to make it easier to find information depending on the role you have in MAC.

Each section for the TSC and TSP has the new updated manuals available, a flow chart on how your role in the MAC process works and the TSP link has a blank daily log sheet that can be used to manually track your day. We are in the process of updating the Financial Coordinator manual and will let you know when that has been posted to the website.

*Other Guides and Useful information* has the MAC Codes and Descriptions, MER sheet, Methodology Guide, Coding Terms and Definitions and the old LPHD Manual. Ohio Train has the link to Ohio Train and the Help Guide for the course.

If you have trouble opening any of the links please give Jamie or I a call. 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: Can we pick and choose what quarters an employee can time study?*

*A: No, once an employee participates in the time study they must participate each quarter unless the agency decides to remove them from the roster.*

*Q: If a part-time participant does not work during the time study week (e.g. gone on vacation, it was a holiday on the normal day they work, etc.) how can I process them?*

*A: Since a part-time person does not have paid leave you will mark them as invalid for this time study.*

*Q: If I invalidate a person, will they still be on my roster the next quarter?*

*A: Yes, they will appear on the roster the next quarter. Removing a person only happens during the roster updating process.*



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**New MAC Website address**

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