



# ***Medicaid Administrative Claiming (MAC)***

***Presented by Kim Dick  
MAC Administrator  
Ohio Department of Health***

# What are Medicaid Administrative Claiming (MAC) Activities?

**MAC is a set of activities that improves access to Medicaid coverage or improves the use of Medicaid-covered services.**

These activities include, but are not limited to:

- Informing an individual or group about the benefits of **Medicaid**, what it covers, how to use it and convincing people to apply is all considered **Medicaid Outreach**.
- Performing **referral, coordination and monitoring** activities that facilitate access and coordination of Medicaid-covered services, including **arranging transportation and translation**.
- Activities at the system level such as **program planning, development, interagency coordination and provider relations** of Medicaid-covered services.



# Why is there MAC for Local Public Health Departments?

Public health agencies and the Medicaid program share a focus on improving access to health care for low income Ohioans. Local Public Health Departments (LPHDs) 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 LPHD can be reimbursed, in part, for their efforts that assist low income Ohioans in enrolling in Medicaid and accessing appropriate Medicaid-covered services.



# What is considered a Medicaid Service?

- ❖ Dental and vision services
- ❖ Immunizations
- ❖ Family planning
- ❖ Prenatal care
- ❖ Medical equipment and supplies
- ❖ Substance abuse services
- ❖ Home and community services



# What is the MAC time study?

- Local Health Departments can gain reimbursement for helping individuals gain access to medical care.
- Ohio Department of Medicaid randomly chooses a time survey week every quarter.
- Staff reports in 15-minute increments throughout their paid workday using a standard set of activity codes.
- Electronic time study through a web based system.

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**ODH Application Gateway**

**Applications:**

Below is a list of applications that you currently have security access to. Click on a link below to access that application.

Personal Info   Log Out

Application Name
▾ <a href="#">Accounts Receivable</a>
▾ <a href="#">ADTS</a>
▾ <a href="#">GMIS</a>
▾ <a href="#">MAC Time Study</a>
▾ <a href="#">Ohio's Profile Performance Database (AFR,IS,Dir.)</a>
▾ <a href="#">Single Sign On</a>
▾ <a href="#">TimeKeeper</a>



# MAC Time-Study Participant Process

Time Study Coordinator  
notifies Time Study  
Participant of time study  
dates.



Time Study Participant  
documents time in 15  
minute increments  
during time study week.



Certify daily log sheets  
and submit to Time Study  
Coordinator for approval.



# What is the purpose of the MAC time study?

- Capture how you spend all time in a typical week, to measure percentage of time spent on MAC activities and non-MAC activities.
- All reimbursement for MAC is based on time study results.
- Each county has a Medicaid Eligible Rate (MER) which is based on the Medicaid eligible population in that county.



## Why time study?

- Local Health Departments can gain reimbursement for helping individuals gain access to medical care. Many Public Health activities already focus on helping people get access to proper medical care.
- By participating in the MAC time study you will gain reimbursement for these services.
- These are activities that you currently do.



# What are reimbursable codes?

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



# MAC Codes

**Code 1 – Direct Patient Care**

**Code 2 – Non-Medicaid Other Program and Social Service Activities**

**Code 3 - Medicaid Outreach**

**Code 4 – Non-Medicaid Outreach**

**Code 5 – Facilitating Medicaid Eligibility Determinations**

**Code 6 – Facilitating Eligibility for Non-Medicaid Programs**

**Code 7 – Referral, Coordination & Monitoring of Medicaid Services**

**Code 8 - Referral, Coordination & Monitoring of Non-Medicaid Services**

**Code 9 – Transportation and Translation for Medicaid Services**

**Code 10 - Transportation and Translation for Non-Medicaid Services**



# MAC Codes

If you are an **Administrator** and do program planning, grant writing, etc. then these would be codes that you may also use.

**Code 11 – Program Planning, Development & Interagency Coordination of Medical Services**

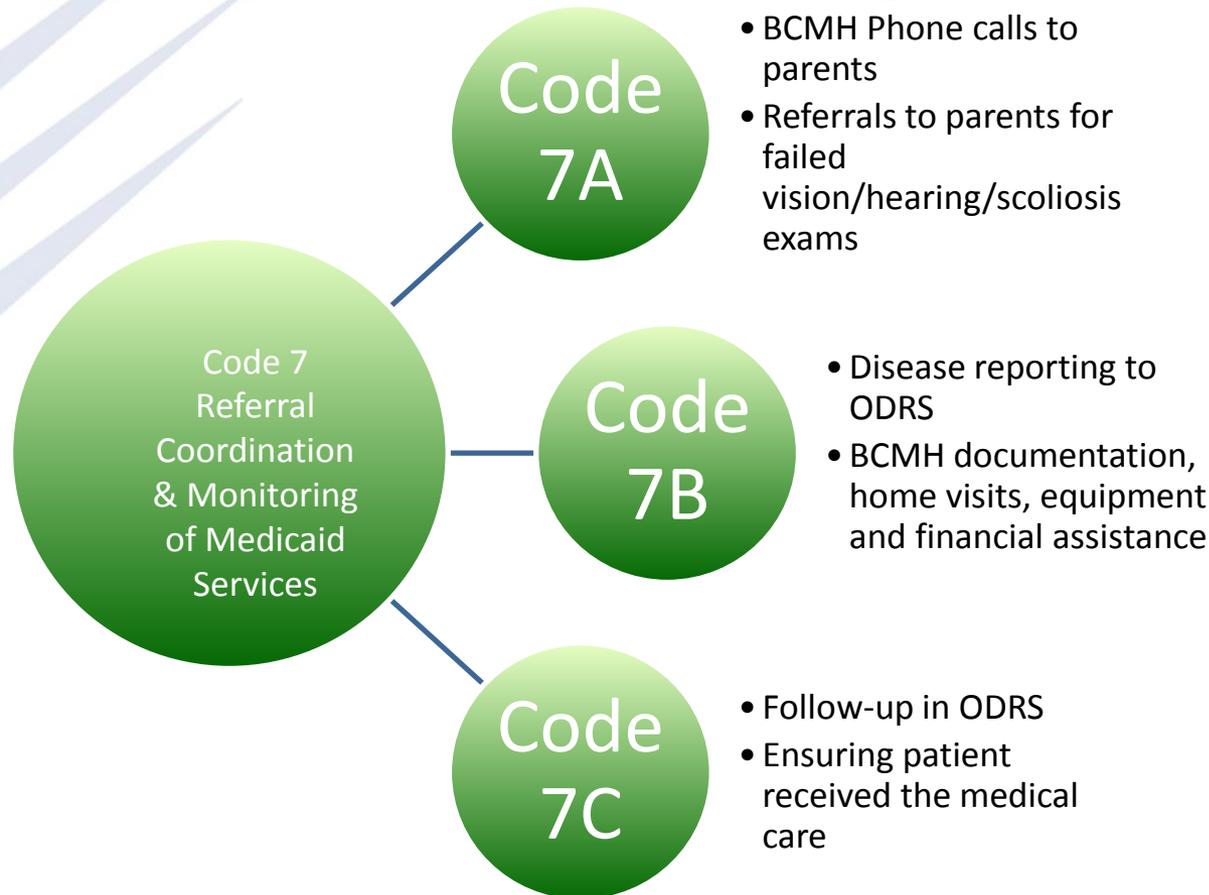
**Code 12 - Program Planning, Development & Interagency Coordination of Non-Medical Services**

**Code 13 – Medical Related Provider Relations**

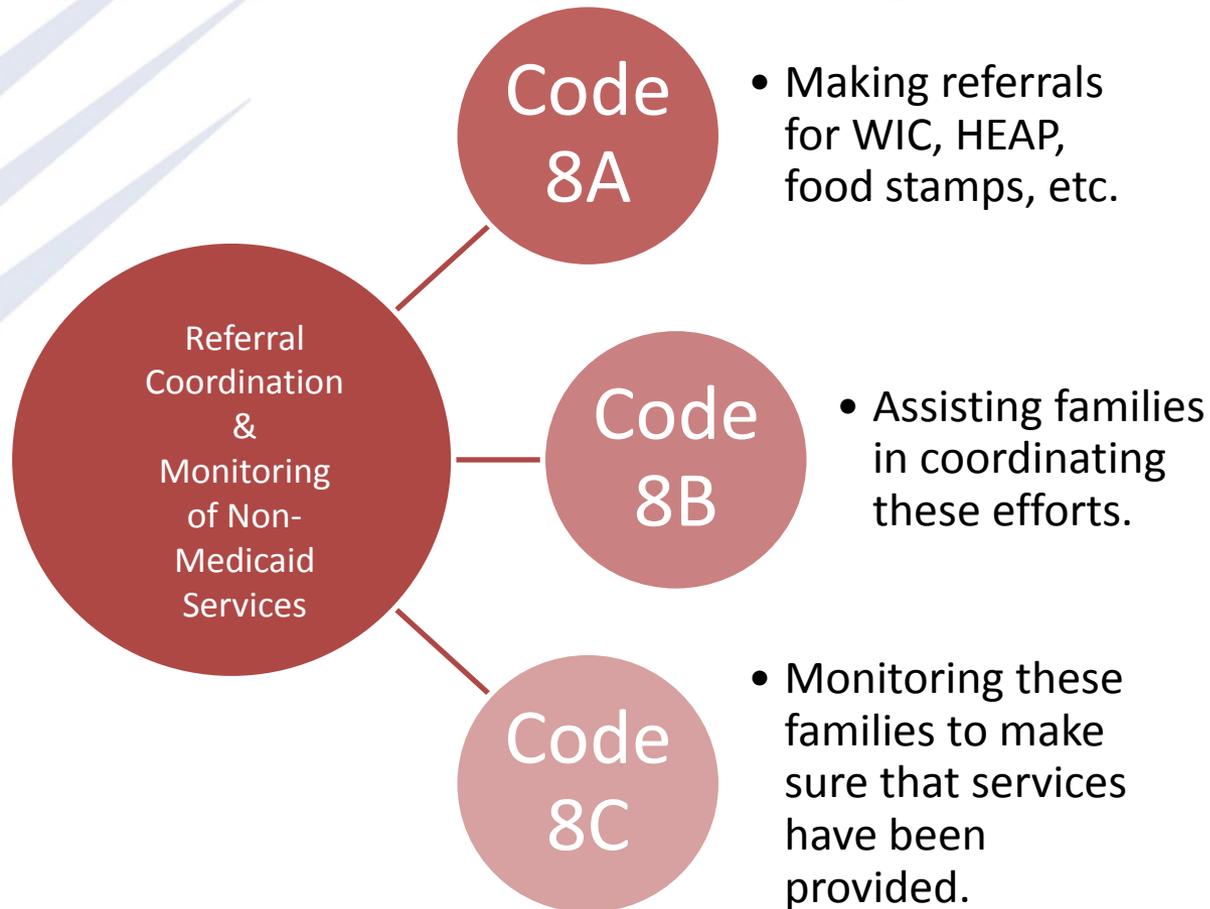
**Code 14 – Non-Medical Provider Relations**



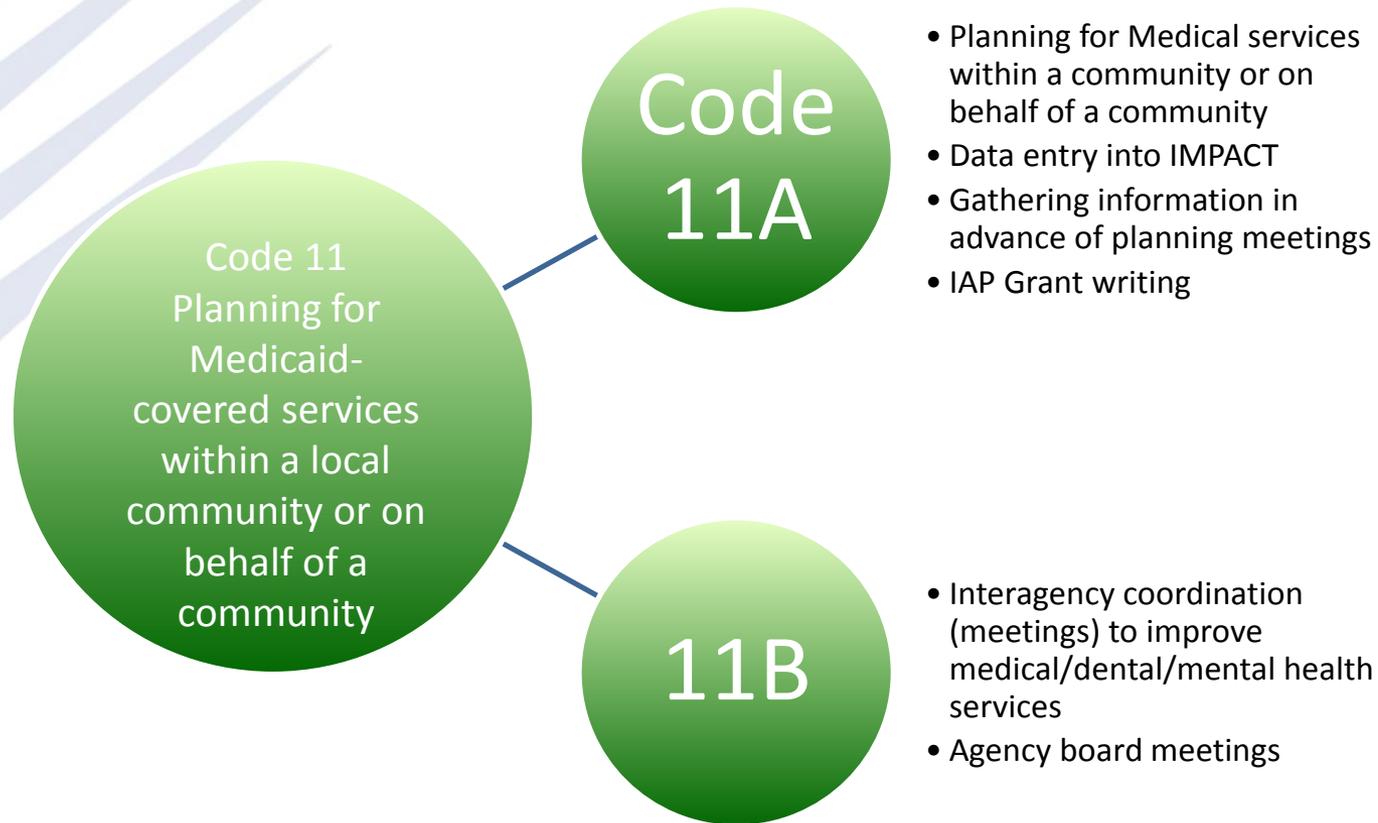
# Examples of Commonly Used Codes



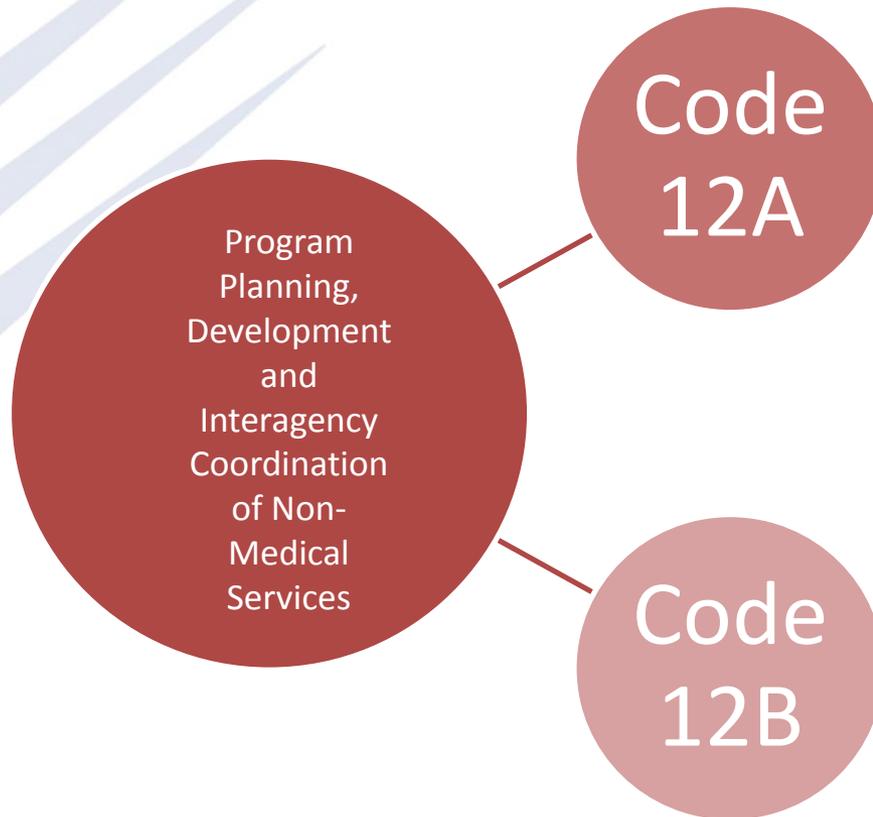
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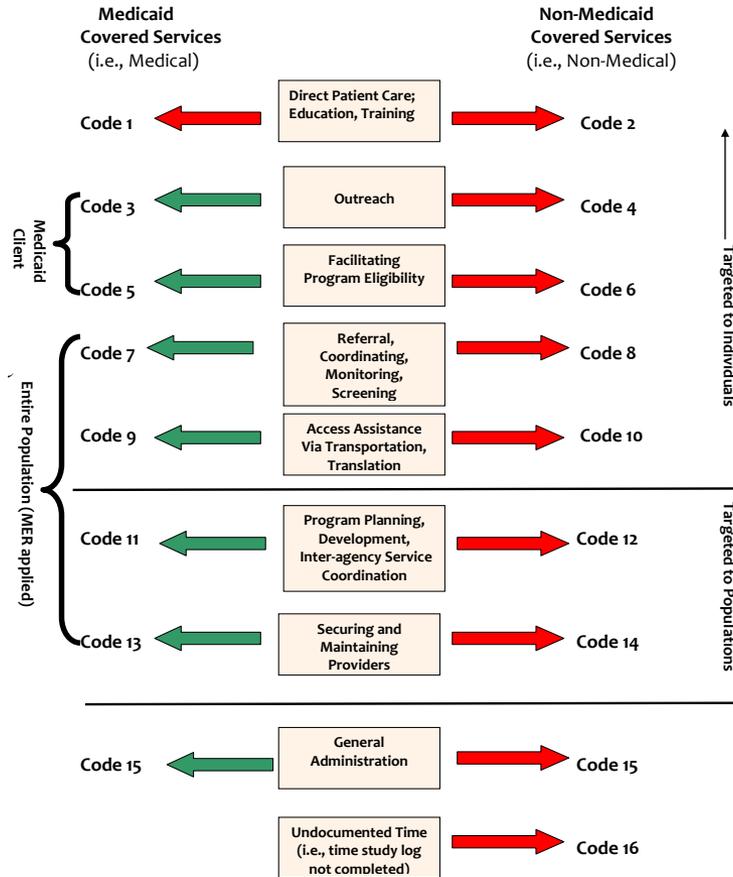
- Making referrals for WIC, HEAP, food stamps, etc.

- Monitoring these families to make sure that services have been provided.



# Parallel Coding

## Medicaid Claiming Code References



# MAC Codes

## Code 15 – General Administration

**15-A** – **Paid** time off (vacation, sick leave, holiday time, disability, jury duty and breaks).

**15-B** – Completing the MAC time study.

**15-C** – Activities not specific to any identified function of the agency (doing schedules for the week, processing payroll, staff meetings not specific to a program (BCMh, HMG, etc.).

**Tag Line for all Codes – Includes paperwork, clerical activities, staff travel or training directly related to performing these activities.**

Most activities can be connected to a code other than 15.



# MAC Codes

**Code 16** – Time not documented (this says “I have no idea what I did during that time”).



It's important to document your time and activity all day.



# Ohio TRAIN

All new MAC Coordinators and Time Study Participants are required to take "What is Medicaid Administrative Claiming (MAC)?" through Ohio Train ([www.oh.train.org](http://www.oh.train.org)), Course #1043142.

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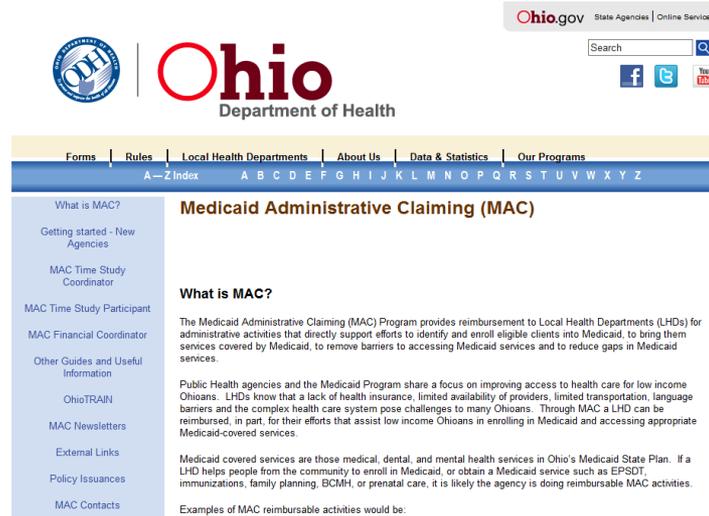
Ohio Department of Health Home Page for the Public Health Foundation

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# Technical Assistance

Training materials for the MAC Coordinators, Time Study Participants and Financial Coordinators can be found on the MAC website.



The screenshot shows the Ohio Department of Health website. At the top, there is a navigation bar with "Ohio.gov" and "State Agencies | Online Services". Below this is a search bar and social media icons for Facebook, Twitter, and YouTube. The main header features the Ohio Department of Health logo and a navigation menu with links for "Forms", "Rules", "Local Health Departments", "About Us", "Data & Statistics", and "Our Programs". A secondary navigation bar lists an "A-Z Index" and individual letters from A to Z. The left sidebar contains a list of links: "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", "Policy Issuances", and "MAC Contacts". The main content area is titled "Medicaid Administrative Claiming (MAC)" and includes a section "What is MAC?" with a detailed description of the program and its purpose.

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A-Z Index A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

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Getting started - New Agencies

MAC Time Study Coordinator

MAC Time Study Participant

MAC Financial Coordinator

Other Guides and Useful Information

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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:

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



# ***MAC Information***

MAC website:

[www.odh.ohio.gov/about/finmgmt/whatismac.aspx](http://www.odh.ohio.gov/about/finmgmt/whatismac.aspx)

Or call

**Ohio Department of Health/MAC Unit**

**Kim Dick – 614-644-7236**



# Questions

