



## **Proposed Scope of Work for Medi-Cal Billing Consultant December, 2021**

The California Food is Medicine Coalition (CalFIMC) is the leading association of medically tailored meal providers for low-income Californians with chronic or severe illnesses. CalFIMC coordinates agencies that provide nutrition services, focusing on medically tailored meals that benefit vulnerable people. The Coalition serves as a resource for health plan partners, healthcare providers and policymakers.

In order to increase the capacity of our member agencies to bill Medi-Cal, the California Food is Medicine Coalition is seeking a consultant to provide group and individual agency training, as well as individual technical assistance to our 8 member agencies. The need is especially timely, in part because in 2022, the California Department of Health Care Services (DHCS) will launch a new program designed to better coordinate the physical, behavioral, and social needs of Medi-Cal members who live with the most complex conditions. A component of this new program, In Lieu of Services (ILOS), also known as “Community Supports,” will create new opportunities to bill Medi-Cal for medically-tailored meals for individuals with certain chronic health conditions.

The proposed scope of work is outlined below.

### **PHASE 1: Medi-Cal Billing Assessment and Training**

- **Goal: Assess each agency’s readiness to begin Medi-Cal billing and develop and implement training based on identified capacity building needs.**
- **Scope:**
  - Identify common training needs. Develop series of group webinars to address shared capacity building needs. Webinar trainings would ideally not exceed 3, 2 hour trainings.
  - Identify individual agency training needs. Develop training program, as needed, for each agency to fill agency-specific needs. Individual training should be limited to no more than 15 hours/agency, over the course of 6 months.
- **Intended Audience:** CalFIMC and member agencies (8 community-based organizations)
- **Deliverable:** Group and individual agency trainings, with records and/or training materials that CalFIMC and the agencies will retain after the completion of the contract.
- **Approximate Timing:** February – April 2022

### **PHASE 2: Medi-Cal billing monthly review**

- **Goal: Assist CalFIMC agencies in correctly completing practice and real Medi-Cal claims.**
- **Scope:**
  - Working with each agency, review Medi-Cal claims for completeness and accuracy prior to submission. Assist agencies in correcting any incorrect claims prior to submission. Estimated time is 1-3 hours/agency/month for 6 months.
  - Review end of year Medi-Cal billing reports. (estimated 10 hours)
- **Intended audience:** CalFIMC agencies
- **Deliverables:** Summary of challenges/errors agencies experienced, and presentation to group, as shared learning opportunity
- **Approximate Timing:** April – October 2022

Interested individuals may apply by sending a resume, brief cover letter, and short proposal (no more than 3 pages) to Rachel Poplack by email [rpoplack@openhand.org](mailto:rpoplack@openhand.org). Applications will be reviewed as received.