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State of California—Health and Human Services Agency
California Department of Public Health



EDMUND G. BROWN JR.
Governor

DATE: NOVEMBER 13, 2013

TO: MATERNAL, CHILD AND ADOLESCENT HEALTH (MCAH) DIRECTORS

SUBJECT: TITLE V 30/30 EARMARKING: GUIDANCE FOR THE MATERNAL,
CHILD AND ADOLESCENT HEALTH (MCAH) TITLE V TIME STUDY
(TVTS) REPORTING PROCESS
PROGRAM POLICY ALERT LETTER #2013/14-01

The purpose of this Program Policy Alert Letter is to provide guidance and clarification for the California Department of Public Health (CDPH) MCAH Title V Time Study (TVTS) reporting process.

Pursuant to Title V of the Social Security Act, Section 505, the CDPH/MCAH is mandated to provide oversight in the expenditure of Federal MCH Block Grant funding. Federal MCH Block Grant funding is the key source of support for promoting and improving the health of all mothers and children, including children with special health care needs. All Local MCAH Agencies are required to report Title V expenditures to be in compliance with Federal regulations.

All staff appearing on an Agency's MCAH budget are required to time study during the Agency's chosen TVTS week. Previous TVTS instructions and forms requested that Local MCAH agencies report time performing AFLP, BIH, FIMR, BIH/FIMR and/or SIDS under Category 3. The State can now more accurately track AFLP and BIH activities outside of the Time Study process, so Local MCAH agencies should now only report FIMR, SIDS and any other Title V funded Local MCAH activities in Category 3. Instructions on the TVTS form will reflect these changes.

For clarification, all Title V funded Local MCAH activities (activities meeting the Local MCAH Scope of Work and Objectives) related to Preventive and Primary Care Services for Children should be reported in Category 1. All Title V funded Local MCAH activities (activities meeting the Local MCAH Scope of Work and Objectives) related to Children with Special Health Care Needs should be reported in Category 2 and all other Title V funded Local MCAH activities (activities meeting the Local MCAH Scope of Work and Objectives) that are not in Category 1 or 2 should be reported in Category 3. Programs not associated with Title V funded Local MCAH activities should not be reported on the Time Study.

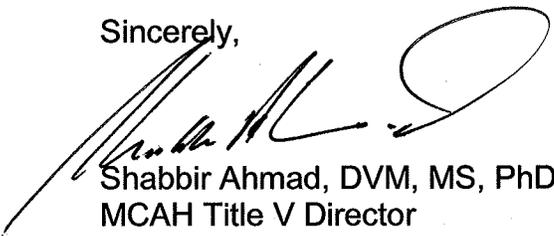
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For information purposes, the CDPH/MCAH has revised the following documents to assist MCAH Agencies with completion of the required TVTS process: 1) the Weekly TVTS Worksheet, 2) the Weekly TVTS Worksheet Instructions, 3) the TVTS Process Questions and Answers, and 4) the Title V Suggested Qualifying Activities. These TVTS documents have been enclosed as part of this Program Policy Alert Letter and posted to the MCAH Fiscal Administration webpage at the following link for your use:
<http://www.cdph.ca.gov/services/funding/mcah/Pages/TitleV3030Earmarking.aspx>.

If you have any questions regarding this Program Policy Alert Letter please contact Dale E. Price, TVTS Coordinator, at (916) 650-0357; or Fred Chow, Chief of Program Allocations, Integrity and Support Branch at (916) 650-0387.

Thank you for your continued commitment and efforts on behalf of California's MCAH Population.

Sincerely,



Shabbir Ahmad, DVM, MS, PhD
MCAH Title V Director

Enclosure(s)

cc: Fred Chow, Chief
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