CALMHSA INTER-MEMBER TRANSFER (AB 1299 Pathway)

**PROCESS**

1. **Step 1 – Funding deposit:** Counties provide initial deposit to CalMHSA and CalMHSA invoices counties monthly to replenish ledger accounts when threshold level triggered.

2. **Step 2 – Notification:** Sending County will issue a “Notice of Transfer” to Receiving County & CalMHSA prior to sending youth out of jurisdiction.

3. **Step 3 – Youth:** Receiving County notifies Sending County of youth arrival and placement in a specialty care facility. It is assumed Receiving County has contract with the vendor.

4. **Step 4 – Vendor:** The Vendor invoices the Receiving County for services provided to youth.

5. **Step 5 – Vendor Payment:** The Receiving County reimburses the vendor for services rendered.

6. **Step 6 – Request for Transfer:** Receiving County submits a request for a fund transfer via the Secure Portal.

7. **Step 7 – Verification:** After Receiving County submits a fund transfer request, Sending County verifies the youth via the Secure Portal.

8. **Step 8 – Transfer:** After youth is verified, CalMHSA proceeds with the fund transfer to Receiving County.

9. **Step 9 – Notification:** Automatic notification of completed transfer.

10. **Step 10 – Recording:** CalMHSA records transaction and updates members’ balances and evaluates cash flow.

**CalMHSA**

1. County Participation Agreements with CalMHSA will include a Business Associates Agreement (BAA)

2. Each County has a separate ledger account

3. All counties provide an initial deposit

4. Min. deposit is $2,500-$5,000

5. Monthly reconciliation performed

6. Check reporting quarterly

**PROS AND CONS**

(P) Eliminates the Sending County from contracting with Receiving County Vendors

(P) Reduces certain transactions (invoicing, paying, receiving, recording receivables, reconciliation, and reporting)

(P) Reduces exposure to litigation by more quickly placing youth and paying vendors for children sent for placement from out of county

(C) The FFP match revenues for presumptive transfer does not remain in sending county treasury, rather in the county account with CalMHSA

**NOTE:** Receiving County shall contract with all vendors and is responsible for completion of W-9 and 1099s (if applicable)