

CMSP Letter No: 07-08
Issue Date: April 30, 2007

CMSP

GOVERNING BOARD

TO: ALL COUNTY WELFARE DIRECTORS

RE: 2007-2008 CMSP ELIGIBILITY AUDIT SCHEDULE

The purpose of this letter is to provide information concerning the next cycle of CMSP county eligibility administration Quality Control (QC) audits. A schedule is attached for the period of August 2007 through January 2008. A schedule for the period of February through June 2008 will be released in October. Mr. Gary R. Varner, Eligibility Quality Control Specialist, will be conducting the audits on-site in each county. If the audit date that has been set for your county will cause undue hardship, please contact Mr. Varner, by May 31, 2007. Mr. Varner can be reached at 916-649-2631, ext. 11, or via email at gvarner@cmspcounties.org.

In keeping with the QC audit process conducted previously, a list of the cases to be pulled for QC review will be sent to the county two weeks prior to the scheduled review date.

In order for the audit to process smoothly and with minimal disruption to county staff, it is requested that counties provide the following support for Mr. Varner:

1. A quiet work area for conducting the audit;
2. Cases on the audit list pulled and placed in the work area;
3. An ISAWS or CalWIN computer terminal (and password);
4. A MEDS INQM screen print for each CMSP case in the sample; and,
5. An ISAWS passport to services screen print.

It is anticipated that most audits will take two days to complete. The County will be provided an opportunity to meet with Mr. Varner both before and after the audit to discuss the audit process and preliminary findings.

The name of a County Contact person, including phone number, email and the physical address where the audit will be conducted should be sent to Mr. Varner at gvarner@cmspcounties.org two weeks prior to the county audit date.

Thank you very much for your consideration and assistance.

Sincerely,



Lee D. Kemper
Administrative Officer

Enclosures

2007-2008 CMSP AUDIT
SCHEDULE

<u>Month</u>	<u>County</u>	<u>Sample Size</u>	<u>Audit Date</u>
		<u>2007</u>	
August	Kings	42	8/1-8/2
	Butte	42	8/14-8/15
September	Nevada	40	9/5 – 9/6
	Siskiyou	41	9/19 –9/20
October	Yuba	41	10/1 –10/2
	Sutter	41	10/3 – 10/4
	Amador	37	10/16-10/17
November	Colusa	35	11/1 – 11/2
	Tehama	42	11/13-11/14
December	Tuolumne	40	12/4-12/5
	Glenn	37	12/18-12/19
		<u>2008</u>	
January	Sonoma	42	1/8-1/9
	Solano	42	1/22-1/23