

W.3.E.1.

AGENDA COVER MEMO

AGENDA DATE: February 6, 2008

TO: Board of County Commissioners

FROM: Department of Health & Human Services

PRESENTED BY: Rob Rockstroh

AGENDA ITEM TITLE: ORDER _____ /IN THE MATTER OF
DELEGATING AUTHORITY TO THE COUNTY
ADMINISTRATOR AS AN AUTHORIZED REPRESENTATIVE
TO SIGN APPLICATIONS TO MEDICARE AND MEDICAID
RELATED TO MENTAL AND PHYSICAL HEALTH SERVICES

I. MOTION

ORDER _____ /In The Matter Of Delegating Authority To The County Administrator
As An Authorized Representative to Sign Applications to Medicare and Medicaid
Related To Mental And Physical Health Services

II. ISSUE OR PROBLEM

In order for Lane County to bill Medicare and Medicaid for covered
mental health and physical health services provided by Lane County staff,
applications must be submitted.

III. DISCUSSION

A. Background/Analysis:

Board Order 04-02-11-06 delegated authority to the County Administrator,
William VanVactor, as an authorized representative to sign applications to
Medicare and Medicaid. As William VanVactor is no longer the County
Administrator, a new order must be approved delegating authority to the County
Administrator, Jeff Spartz, as an authorized representative to sign applications to
Medicare and Medicaid.

Medicare and Medicaid billings have been an ongoing source of funding for
mental and physical health services.

B. Alternative/Options

1. To delegate authority to the County Administrator as an authorized

representative to sign applications to Medicare and Medicaid related to mental and physical health services

2. Not to delegate authority to the County Administrator as an authorized representative to sign applications to Medicare and Medicaid related to mental and physical health services

C. Recommendation

To approve #1 above.

IV. IMPLEMENTATION/TIMING

Upon approval by the Board, Medicare and Medicaid applications will be routed to the County Administrator for approval.

V. ATTACHMENTS

Board Order

BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

ORDER:) IN THE MATTER OF DELEGATING AUTHORITY TO THE
) COUNTY ADMINISTRATOR AS AN AUTHORIZED
) REPRESENTATIVE TO SIGN APPLICATIONS TO MEDICARE
) AND MEDICAID RELATED TO MENTAL AND PHYSICAL
) HEALTH SERVICES

WHEREAS, the billing of Medicare and Medicaid for reimbursable mental health and physical health services is a revenue source for Lane County ; and

WHEREAS, in order to continue to bill Medicare and Medicaid for services, practioner applications must be signed by the Board of County Commissioners or their designee; and

WHEREAS, the delegation must name the designee approved to sign applications; and

NOW THEREFORE, IT IS HEREBY ORDERED that the Board of County Commissioners delegate authority to the County Administrator, Jeff Spartz, as an authorized representative to sign applications to Medicare and Medicaid related to physical and mental health services.

DATED this _____ day of February, 2008.

Faye Stewart, Chair
Board of County Commissioners

APPROVED AS TO FORM

Date 1/28/08 lane county
52adlan
OFFICE OF LEGAL COUNSEL