

Network Provider Update

To: Medi-Cal Network Providers

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From: Manuel T.G. Enriquez 
Senior Director, Provider Network Management

Subject: **All Plan Letter 21-007, Third Party Tort Liability Reporting Requirements**

The Department of Health Care Services (DHCS) recently issued All Plan Letter (APL) 21-007, "Third Party Tort Liability Reporting Requirements." We are sharing a summary of this APL with you to ensure you are aware of the information, and you can apply the information to your practice or facility operations, where appropriate.

APL 21-007 updates the process managed care plans (MCPs) such as Blue Shield of California Promise Health Plan must follow when submitting information and copies of paid invoices or claims for covered services related to third party liability (TPL) torts to DHCS. These services include, but are not limited to, physical, mental, and dental health services. This will enable DHCS to recover funds related to services paid by Medi-Cal for injuries sustained, for which a member has received a settlement, judgment, or award from a liable third party for those same injuries.

The APL lists required data elements, provides a template in the required submission format, and explains the specific processes MCPs must follow to deliver TPL information, documentation and legal declarations.

To support these requirements, APL 21-007 includes the following documents:

- Attachment A: [MCP attestation](#) (Excel template MCPs must use for reporting)
- Attachment B: [Secure File Transfer Protocol \(SFTP\) User Manual](#)

All requested TPL information and documentation must be submitted by MCPs to DHCS using their designated folders on the DHCS secure file transfer protocol (SFTP) site. Each MCP must designate at minimum a primary and secondary custodian or point of contact who will be granted access to the SFTP site and receive email communications from DHCS related to TPL. All email communications sent to DHCS about TPL must be sent to TPLManagedCare@dhcs.ca.gov.

This summary is only meant as a brief description of the APL. Please see the APL itself for additional background and the complete requirements. The full text of APL 21-007 may be found at this URL: <https://www.dhcs.ca.gov/formsandpubs/Documents/MMCDAPLsandPolicyLetters/APL2021/APL21-007.pdf> (Links to the DHCS.ca.gov website will take you off of the Blue Shield Promise website.)

We will inform you if, in response to this APL, changes are made to current Blue Shield Promise processes that affect your practice, including reporting requirements as needed.

If you have questions about applying any of the information in this notice to Blue Shield Promise members, please call our Provider Services Department at **(800) 468-9935** from 6 a.m. to 6:30 p.m., Monday through Friday.