

Determining the Funding Stream

During the Exploration Phase, the funding system for the new program should have been determined. If not, it needs to be done early in the Preparation Phase so that the funding process can be clarified in time for program start-up.

How will services be funded? For each potential funding stream, identify opportunities and potential problems. Use the *Funding Streams Inventory Worksheet* ([Appendix F6](#)) to help organize the information. Also refer to the Considerations for Documentation and Billing section (next page) which may impact the choice of funding stream, and certainly must be addressed as part of the Preparation Phase.

1. MediCal/MediCaid:

- Funded through fee-for-service, managed care, or both?
- Have the billing codes been established? If not, what is the process to do so?
- Has the documentation process for services been determined? Develop new forms or educational materials as needed.
- Do new contracts need to be established, or existing ones expanded, to include the new services? Determine process and timeline for completion.

2. Child Welfare funds

- What Child Welfare funds will be used and are there restrictions or requirements in place?
- Are the funds time limited? If so, need to consider how to continue services after the funding ends.
- Has the documentation process for services been determined? Develop new forms or educational materials as needed.

3. State or Local Government funds

- What government funds will be used and are there restrictions or requirements in place?
- What is the approval process for use of the funds? Board of Supervisors, County Counsel, etc.?
- Are the funds time limited? If so, consider how to continue services after the funding ends.
- Has the documentation process for services been determined? Develop new forms or educational materials as needed.

4. Grant from Foundation or other organization

- What is the application process and timeline for receiving funds?
- Are the funds time limited? If so, consider how to continue services after the funding ends.
- Has the documentation process for services been determined? Develop new forms or educational materials as needed.
- What report on services and outcomes will the organization require? How often will it be due?

5. Other source?

Considerations for Documentation and Billing Process

It is important to evaluate the funding stream's impact on the documentation and billing process and make appropriate changes within the organization delivering the service to ensure that this process is followed.

- Will documentation and billing be electronic, paper, etc.?
- Can existing systems be modified to accommodate new program? Lead time and cost to do this?

Plan for training appropriate staff on documentation and billing (if appropriate) process

- Is the training online, in-person, through manuals, etc.?
- What is the timeline for preparation and delivery of training and materials?
- What is the documentation timeline? How soon after service must documentation be completed?
- What is the billing timeline? How soon after service must bills be submitted?