

MEDICAID SCHOOL SERVICES PROGRAM



Washtenaw Intermediate School District

NEWSLETTER

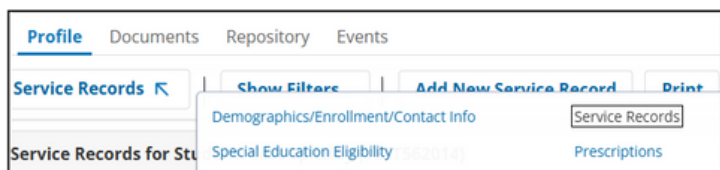
April | 2025



Tip: Service Capture for Student Not on Caseload

There is another route for service capture in PSSP, which does not necessitate adding the student to your caseload.

- 1) **Search** for the student.
- 2) Go to Student Profile > hover over **Demographics/Enrollments** > Select **Service Records**
- 3) **Add new** service record.



Consultative Services

Consultative services are a very important part of a student's plan, but are not separately Medicaid billable. Log these consult services in PSSP using the "Consultation" service type. These notes will not be exported for billing, but will remain in PSSP for crucial record-keeping purposes.

Service Type * Consultation

Note: You should still use billable codes as listed in the provider tip sheets to log evaluations and IEP/IFSP meetings for consult only students, just like those receiving direct services.



Personal Care Services Billing

Personal Care is only billable when the service is provided by someone who can bill under the Personal Care Aide role, such as a Paraprofessional or Teaching Assistant. Assistance may be hands-on or cueing so that the person performs the task by themselves.

Case Managers/Classroom Teachers and other ancillary staff are listed in a separate cost pool and we cannot bill for Personal Care services on days when a TA did not perform a personal care service. Please ensure only TAs are initialing the monthly personal care logs so the services are billable for that day.

The student's Case Manager/a supervisor must verify the monthly log and sign, but they are not allowed to initial as providing the service in order for it to be billable.

Monthly Personal Care Logs must be submitted to your Special Education office (or me if it is an ISD program) and kept for a period of seven years in case of an audit.



Please reach out (contact in footer) if you would like Medicaid training, either as a new hire or if you just need a refresher.

Important Dates

April 15 | March logged services and monthly summaries due.

- Supervisors: All records should be approved by April 15th as well.
- Personal Care Providers: Send paper logs to the designated place and by the deadline established by your district.



Answer all random moment time study surveys and follow-up questions within 48 hours. They will be sent from miaop@pcgus.com so make sure to check your junk folder as well.



Hand signed Dec-March supervision logs of limited licensed staff due as soon as possible.

APRIL 2025

S	M	T	W	T	F	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3