

## MEDICAID SCHOOL SERVICES PROGRAM



**NEWSLETTER** 

October | 2024

## Medicaid Requirements for Student Service Claim Reimbursement

Parent Consent to Bill marked yes in documentation management system [PSSP/Relay/BhWorks]

> PSSP and Relay users must email manual consents to aisap@washtenawisd.org

Services must be identified as a direct service in a Plan of Care

> Consult services, although important, are not billable.

Plan of Care Medical Signature Form must be signed by a qualified provider

PSSP users must upload manually signed Medicaid Signature Form as an attachment in PSSP. Any form with an attachment will be finalized by Anisa Isap, reach out if not completed within 24 hours.

Relay users must email manually signed Plans of Care to: aisap@washtenawisd.org Service Captures must be marked complete and a monthly summary (dated for that month) must be logged.

A monthly summary will need to be created by each provider who has logged a therapy or case management service that month.

IEP meetings and evaluations do not require a separate monthly summary.



## Zoom Training for <u>Case Managers</u> Friday Oct 18 from 3:30-4:30pm Tues Oct 29th from 3:30-4:30pm

All Case Managers are welcome to attend either of these trainings. Whether you are a Case Manager new to Medicaid billing or you would just like a refresher, send an email to aisap@washtenawisd.org and I will give you the Zoom link to join.

If you cannot make either of these dates and/or you are a direct service provider who would like training send me an email and we can schedule a day and time that works for you.

Targeted Case Management (TCM) documentation for the Medicaid School Services Program is a unique responsibility. Where Direct Service providers document their direct service delivery as outlined in the POC, and Personal Care Providers document their delivery of personal care services, TCMs document their coordination of care. The TCM documentation tells Medicaid how you ensure the students on your caseload have access to the services they receive in school and how they are progressing. Medicaid does not reimburse for academic support, as they are a medical payer. To further clarify and support your work in the program, please view the tip sheet with a list of billable services on WISD's website.

## **Important Dates**



Billable

Claim

**Nov 15** | Oct logged services and monthly summaries due

- Supervisors: All Oct records should be approved by Nov 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 miaopepcgus.com so make sure to check your junk folder as well.

If your district has a Fall Break this month, do not submit any billable claims for those dates.