

SHS NEWS

QUARTER 4
JUNE 2011

SCHOOL HEALTH SERVICES PROGRAM NEWS

NEW SCHOOL YEAR 2011-12 INTERIM PAYMENT METHODOLOGY 1

UPCOMING TRAINING DATES 2

INFORMATIONAL SESSIONS 2

100% RMTS COMPLIANCE 2

RMTS RESULTS: QUARTERLY COMPARISON 3

ANNUAL PROGRAM REVIEWS: LESSONS LEARNED 4

MEDICAID COST REPORTING AND CLAIMING SYSTEM UPDATES 4

FROM YOUR STAKEHOLDERS 5

FREQUENTLY ASKED QUESTIONS 6

GET TO KNOW 6

IMPROVING ACCESS TO COST-EFFECTIVE, QUALITY HEALTH CARE SERVICES FOR COLORADANS.

NEW SCHOOL YEAR 2011-12 INTERIM PAYMENT METHODOLOGY

In an effort to reduce future overpayments and payback situations for districts, the [Department of Health Care Policy and Financing \(the Department\)](#) has approved a new interim payment structure. In lieu of receiving payments based on submitted Medicaid claims, districts will now be paid monthly, based off historical costs.

There are numerous potential positive impacts for [School Health Services \(SHS\) Program](#) providers related to this interim payment methodology.

- Payment amount is identified ahead of time which is useful for budgeting purposes.
- Payment amount is based on each individual SHS Program provider's total allowable cost and may protect providers from being in a payback situation.

Since the cost settlement process is based off the total amount of Certified Public Expenditure (CPE) (allowable Medicaid cost) that each school district has, each district was evaluated to determine the level of change in CPEs over the past two fiscal years and, for those participating in Medicaid Administrative Claiming (MAC) the current school year. This evaluation led to a calculation of expected CPE for school year 2011-12. Districts will receive 90% of this expected CPE in the form of monthly payments throughout the school year. The Department sent a letter outlining the new payment methodology along with the detailed payment calculation for your school district on May 26, 2011. Districts may request to receive less than 90% of their expected CPE for 2011-12 but may not request to receive more. The new payment methodology goes into effect July 1, 2011.

Districts will also be monitored throughout the year to ensure that they are still submitting Medicaid claims with proper documentation, participating in the time study, and completing quarterly financial reporting. Through these measures, the Department and Public Consulting Group (PCG) will be able to better adjust the interim payments during the school year if there are any changes in district practices that will negatively affect the year-end cost settlement.

If you have any questions please do not hesitate to contact the Department or PCG. Contact information for both is found on page six of the newsletter.



UPCOMING TRAINING DATES

The Department and PCG would like to remind your district of the yearly SHS Program Trainings coming this August. Both program coordinators and financial directors are encouraged to attend. Remember that quarterly claiming and annual cost reporting is a joint effort. Therefore, it is important for all district employees with senior administrative roles in the SHS Program to understand the interconnection between the two as well as the breadth of the SHS Program.

The trainings are also an opportunity to re-familiarize districts with the Medicaid Cost Reporting and Claiming System (MCRCS), demonstrate system updates, and address any district specific concerns with the Department and the PCG Team.

The schedule of the August 2011 trainings is as follows:

- August 1, 2011 – Denver North
- August 3, 2011 – Pueblo
- August 5, 2011 – Denver South
- August 8, 2011 – Durango
- August 11, 2011 – Glenwood Springs

The trainings will be set up so that the first half will be focused on items that pertain to the financial staff. If you are a finance person and cannot commit to the whole day we strongly advise that you still sign up and come to the first half of the trainings.

Remember to register for the trainings by visiting Go Sign Me Up at: <http://hcpftraining.gosignmeup.com/>. More information about the trainings can also be found on the [Department's website](#) as well as the [Dashboard](#) in MCRCS.

INFORMATIONAL SESSIONS

Do you know of a district or BOCES that currently does not participate in the program? This year in addition to our full day trainings in August we are adding four half day informational sessions for those who currently do not participate in the SHS Program to learn more about the program and how it can benefit their district.

The dates for these trainings are:

- August 2, 2011 – Pueblo - 1-5 p.m.
- August 4, 2011 – Denver North - 1-5 p.m.
- August 9, 2011 – Durango - 8-12 p.m.
- August 10, 2011 – Glenwood Springs - 1-5 p.m.

Please pass along this information to those you know who currently do not participate in the SHS Program. To register for these classes as well you will visit [Go Sign Me Up](#) through the same link as above.

100% RMTS COMPLIANCE

The following districts and BOCES listed have completed 100% of the moments assigned to their participants during the January through March quarter (JM11). Congratulations to these 30 districts and BOCES! Keep up the good work!

- Adams County School District #50
- Arapahoe County School District #5
- Arapahoe County School District #6
- Archuleta County School District #50 JT
- Bent County School District #1
- Chaffee County School District R-31
- Chaffee County School District #32
- Colorado School for the Deaf and Blind
- Delta County Joint School District 50J
- El Paso Consolidated School District #49
- El Paso County School District #12
- El Paso County School District #38
- La Plata County School District #10JT-R
- La Plata County School District #11 JT
- Lake County School District RE-1
- Montezuma County School District #1
- Montezuma County School District #RE-4A
- Montezuma County School District #6
- Montrose County School District #2
- Moffat County School District #1
- Northeast Colorado BOCES
- Prowers County School District #3
- Rio Blanco County School District #1
- Rio Blanco County School District #4
- Teller County School District RE-1
- Teller County School District #2
- Weld County School District #3
- Weld County School District RE-4
- Weld County School District #6
- Weld County School District RE-8

RMTS RESULTS: QUARTERLY COMPARISON

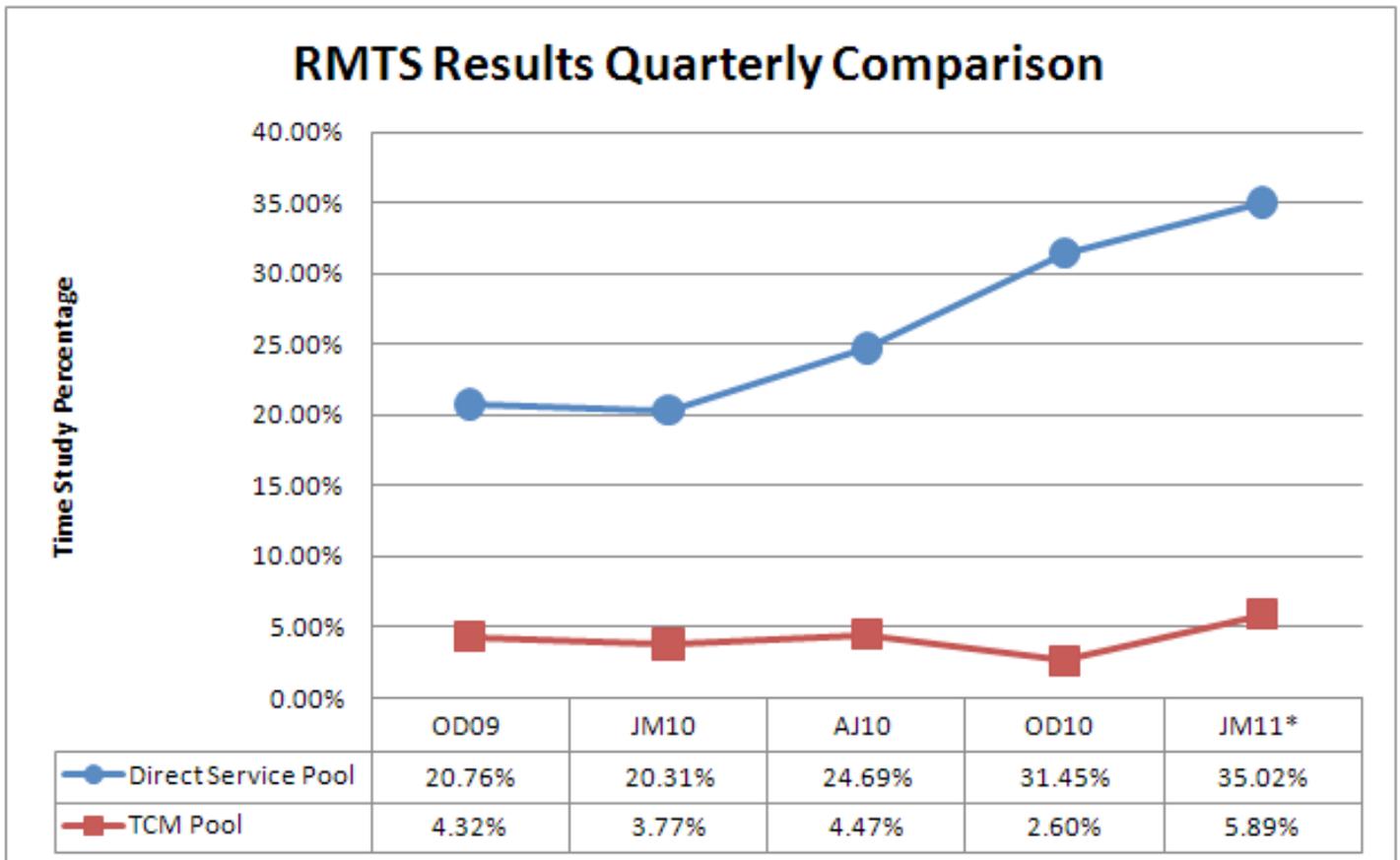
Over the past few quarters, time study percentages have been on the rise. Better reporting compliance, stakeholder involvement, and district trainings have positively impacted the Random Moment Time Study (RMTS) results. The Department and PCG recognize these efforts and look forward to continued success.

The table below outlines the overall percentage increases in both Medicaid Administrative Claiming (MAC) and Direct Service.

		OD09	JM10	AJ10	OD10	JM11*
Direct Service	Direct Service Pool	20.76%	20.31%	24.69%	31.45%	35.02%
	TCM Pool	4.32%	3.77%	4.47%	2.60%	5.89%
MAC	Direct Service Pool	1.09%	1.86%	1.70%	1.64%	2.01%
	TCM Pool	0.35%	0.45%	0.40%	0.73%	1.04%
	Administrative Pool	2.75%	3.56%	4.36%	7.63%	8.95%

*The listed JM11 percentages are preliminary until approved by the State.

A break out of the RMTS results for Direct Services (Direct Medical and TCM) is graphed below:



ANNUAL PROGRAM REVIEWS: LESSONS LEARNED

This April, PCG concluded its third round of district program reviews. Each year, approximately 25% of participating SHS Program districts will go through this process. These in-depth reviews are based off a randomly selected, set number of student months. For each selected student month, all submitted Medicaid claims and supporting documentation will be reviewed for accuracy to ensure that districts are complying with the SHS Program regulations found at 10 CCR 2505-10, section 8.290, et seq., in addition to the program policies. Districts are requested to supply copies of attendance records, student IEPs/IFSPs, service logs and notes, and any stand alone plans (Health Plans, Targeted Case Management Care Plans and Behavioral Intervention Plans).

Following the completion of the April reviews, we would like to remind all districts of the following:

- All billed services must have a corresponding scope, duration, and frequency listed in the appropriate section of the student IEP.
 - This also applies to personal care services. For students requiring care for the entire day, a brief description of the services should be documented in the delivery statement.
- All necessary services should be checked off in the student's IEP.
 - Most IEP templates have a section to check off certain services such as Specialized Transportation, Health Care Plans, Behavioral Intervention Plans, and TCM Care Plans. If the student requires the service, it should be identified in this section.
- For questions on TCM Care Plan or Behavioral Health Templates, please visit the CDE website for recommended templates.
- In order for non-emergent transportation to be billed, there must be a direct medical service billed on the same day.
- Quality-check your district IEPs and supporting documentation to ensure that all students with service needs have the necessary care plans and descriptions within the IEP. This should become a routine practice for all IEP students.
- Nursing Assessment Evaluations can only be billed if resulting services occur.

MEDICAID COST REPORTING AND CLAIMING SYSTEM UPDATES

In the coming months there are several exciting enhancements to the MCRCS. These updates will both synchronize and expedite your quarterly claiming and annual cost reporting processes.

- Annual Cost Report Accrual Adjustments: In order to eliminate the re-entry of salary and benefit data for TCM and Direct Service cost pool participants, quarterly financial data will now transfer over to the annual report. A column for accrual adjustments in the annual reporting system will be available to account for any year-end financial changes.
 - Intended Roll Out Date: End of July-August 2011
- Cost Settlement Page: Claims data from the MMIS system will be uploaded into the MCRCS system reflective of the 120-day period following school year end, when claims for the year can still be submitted. Once your Medicaid allowable costs are reviewed, districts will be able to review their annual settlements online, complete with Certified Public Expenditure and claims data. This page can also be printed.
 - Intended Roll Out Date: November 2011

FROM YOUR STAKEHOLDERS

Your School Health Service Stakeholder representatives want to encourage you to contact us for questions, mentorship and/or to share best practices we have discovered. The Stakeholders met three times during the 2010-11 school year and we discussed strategies to improve the RMTS percentage, alternative payment methodology, MAC, an alternative transportation methodology and other issues. Please feel free to contact any of the district Stakeholder members for assistance; we are all in this together.

- Kim Erickson

Denver Public Schools on behalf the stakeholders

NAME	REGION	DISTRICT	PHONE	EMAIL
Kim Ackles	Southwest	Montezuma RE4A (Dolores)	970-882-4688	kackles@dolores.k12.co.us
Sherrod Beall	Southwest	La Plata 9R (Durango)	970-247-5411	sbeall@durango.k12.co.us
Sarah Bell-Wright	Northwest	Garfield RE2 (Rifle)	970-665-7613	sbellwright@garfielldre2.org
Lois Clayton	Metropolitan	Boulder County #2 (Boulder Valley)	720-561-5477	lois.clayton@bysd.org
Tamara Durbin	Northeast	Northeast BOCES	970-774-6152	tdurbin@neboces.com
Kimberly Erickson	Metropolitan	Denver	720-423-8250	kimberly_erickson@dpsk12.org
Tanya Marvin	West Central	Mesa #51	970-254-5417	tanya.marvin@d51schools.org
Cassandra Reese	Pikes Peak	El Paso #20 (Academy 20)	719-234-1347	cassandra.reese@asd20.org
Judy Weaver	Metropolitan	Adams-Arapahoe 28J (Aurora)	303-326-2000 x28535	jaweaver@aps.k12.co.us
Leah Wyckoff	Metropolitan	Douglas County RE1	303-519-3915	leah.wyckoff@dcsk12.org

Welcome new coordinators or district staff to the SHS Program Newsletter! As the FY2010-11 school year ends, we'd like to highlight upcoming events and review major happenings from the past three months. Next school year brings exciting changes to the program. This issue is a great resource to guide you and your district through the necessary adjustments as our program continues to improve.

If you have any suggestions for Newsletter topic ideas please e-mail Shannon Huska at Shannon.Huska@state.co.us or PCG at cocostreport@pcgus.com.

FREQUENTLY ASKED QUESTIONS CORNER

Capturing Employee ID Numbers in MCRCS

Districts have requested a mechanism to capture their internal employee ID numbers for easier cost reporting and tracking purposes.

The Client Participant ID field in the RMTS (not a required field), can be populated by the district. Some districts use the Client Participant ID numbers to tie back to their accounting or human resource systems for more efficient cost reporting. If the district does not populate the Client Participant ID field in the RMTS system, the District Employee ID field in the MCRCS will be blank.

The MCRCS financial template is pre-populated with the certified staff pool list data from the RMTS system for the respective quarter. If the Client Participant ID numbers are not entered in the RMTS system at the time the staff pool list(s) is certified, the ID numbers data will not be carried over into MCRCS District Employee ID field.

Districts have two options of importing the Client Participant IDs in the RMTS system:

1. Manually enter the ID number into the RMTS system one by one (not ideal for large districts) or
2. Download the Active Participant report spreadsheet from RMTS and populate the Client_Participant_ID column and send the file to PCG to upload into RMTS (most likely approach regardless of district size).

If option 2 is selected, please send the file to PCG at cormts@pcgus.com no later than August 15th.

GET TO KNOW — SHANNON HUSKA SHS PROGRAM ADMINISTRATOR

Shannon has been involved with the SHS Program for about a year now and just moved into the Program Administrator position this April. Prior to this Shannon was the program assistant for Safety Net helping with CICP, SHS Program and the Hospital Provider Fee Oversight and Advisory Board. Shannon has been with the Department for about two years now and is excited about her new opportunity.

When she is not working Shannon enjoys spending time outside – be it biking, hiking, skiing, photography or just relaxing (we know we all need that). She even just completed her first half marathon despite the cold and rain!

GET TO KNOW — JILL MATHEWS COORDINATOR, MESH PROGRAM

The SHS Program is pleased to continue working with Jill Mathews as she begins her new role with the Colorado Department of Education. Jill is not new to the SHS Program; for the past three years Jill served as the Coordinator for the Jefferson County (Jeffco) School Medicaid Program. While at Jeffco, Jill supervised Medicaid claiming, outreach and enrollment. Additionally, Jill supervised eligibility determinations using the Colorado Benefits Management System (CSMS) resulting in benefits for 2,500 more Jeffco students and an increase to the MER. She coordinated the RMTS, improving Jeffco's response rates from 65% in 2008 to 96% May 2011. Jill also initiated the Express Lane Eligibility (ELE) Partnership between Jeffco and the Department which is designed to enroll Free/Reduced qualified students in Medicaid/CHP+. Jill is excited to partner with the Department and districts to provide training and information that will benefit all students in Colorado.

In her free time Jill enjoys gardening, biking and walking her four little dogs. Now that spring has arrived, she will be outside doing the things she loves most.

SCHOOL HEALTH SERVICES PROGRAM

Meredith Henry, School Health Services
meredith.henry@state.co.us
303-866-2647

Shannon Huska, SHS Program Administrator
shannon.huska@state.co.us
303-866-3131

Cheryl Nelson, Policy Unit Supervisor
cheryl.nelson@state.co.us
303-866-3826

Department of Health Care Policy and Financing
1570 Grant Street
Denver, CO 80203

RMTS Help Desk
cormts@pcgus.com
866-766-9015

Cost Report Help Desk
cocostreport@pcgus.com
866-317-0223

colorado.gov/hcpf