

SHS NEWS

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SCHOOL HEALTH SERVICES PROGRAM NEWS

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KEY DATES

General:

Stakeholder Meeting: 10/16/14, 1:00 p.m. – 4:00 p.m.

Location: Daniels Fund- 101 Monroe Street, Denver, CO 80206

RMTS:

JM15 Staff Rosters open for updates: 9/24/14

JM15 Staff Roster certifications due: 11/17/14

RMTS Overview Training: 11/04/14

Annual Cost Reporting:

Fiscal Year (FY) 2014 Annual Cost Report due: 10/1/14

FY14 Desk Reviews begin: 10/6/14

FY14 In-Depth Financial Review: Fall 2014

Quarterly Cost Reporting:

JS14 Quarterly Financials open: 10/01/14

Quarterly MCRCS Training: 10/10/14

JS14 Quarterly Financials due: 10/29/14

SCHOOL-BASED SUBSTANCE ABUSE PREVENTION AND INTERVENTION PROGRAM (SAPI)

The School-Based Substance Abuse Prevention and Intervention (SAPI) Program grants funds to schools, community-based organizations and health organizations to reduce the risk of marijuana use, alcohol use and prescription drug misuse by Colorado youth between 12-19 years old. Programs using SAPI funds must be school-based prevention and intervention programs that use evidence based strategies, practices and approaches. The SAPI Program was created with the passage of Senate Bill 14-215 (Colorado Revised Statute 25.5-1.206).

The goals of the SAPI Program are to :

- Increase the perceived risk of harm associated with marijuana use, prescription drug misuse, and underage alcohol use among Colorado youth who are 12-19 years of age;
- Decrease the rates of youth marijuana use, alcohol use, and prescription drug misuse;
- Delay the age of first use of marijuana, alcohol, or prescription drug misuse;
- Decrease the rates of youth who have ever used marijuana or alcohol or misused prescription drugs in their lifetime; and
- Decrease the number of drug- and alcohol-related violations on school property, suspensions, and expulsions reported by schools.

Any organization that believes it meets the eligibility requirements above, can file a Request for Grant Proposals (RGP) which will be available on the Department of Health Care Policy and Financing's (Department) website at <https://www.colorado.gov/hcpf/research-data-and-grants> by September 15, 2014. Completed applications will be due by November 3, 2014.



RANDOM MOMENT TIME STUDY (RMTS) FAQs

Does quality of response matter with the Random Moments? Does it affect reimbursement?

Yes, the quality of response could affect whether a random moment is reimbursable or not. RMTS participants are encouraged to respond thoroughly and comprehensively to their random moments.

Are follow-up emails sent if there wasn't enough detail in the random moment response?

The participant will receive three follow-up emails requesting additional information regarding their random moment if necessary. Coordinators are encouraged to follow-up with participants at that time and encourage them to respond as soon as possible.

I keep getting emails stating that I have included individuals who are on the Office of Inspector General (OIG) Exclusion Database. The individual has the same name as a participant on the staff roster, but is not the same person. What should I do?

If it has been verified that the participant is not the same individual that is on the OIG Exclusion Database it is recommended that the district maintain a record or any supporting documentation of the distinction.

How do we determine if a paraprofessional should be on the staff pool list?

Personal Care Aides who are qualified personnel that meet the Colorado Department of Education (CDE) requirements and are performing school health services as prescribed in an Individualized Education Program (IEP) or Individualized Family Services Plan (IFSP) on a routine basis should be included on the staff pool list.

How should a participant respond to a random moment if they are providing medication to a student?

RMTS participants are encouraged to respond thoroughly and comprehensively to their random moments. Participants other than a Registered Nurse who are providing medication and who are on a district staff roster, should have a job category of 'Nurse Aide or Health Tech'.

How should participants responded to a random moment if they are providing safety monitoring and also assisting with educational activities?

RMTS participants are encouraged to respond thoroughly and comprehensively to their Random Moments. Participants should also provide sufficient detail as to why they were providing these activities, and if these services were listed on a student's IEP/IFSP.

Why is the October - December staff pool list due so close to the beginning of the school year?

Staff roster certification dates are set to allow for completion of quality assurance reviews and communication with RMTS coordinators regarding any required updates prior to generating the October – December sample.

What documentation is necessary when communicating a replacement on a district staff pool list?

If you have a direct replacement for a RMTS participant coordinators should notify Public Consulting Group (PCG) immediately so any time study moments can be directed to the replacement.

How do you distinguish between federal and non-federal funds?

Funding sources can be identified by referencing the CDE Chart of Accounts.

Can you provide an example of a Targeted Case Management (TCM) provider and the services he or she may be providing?

TCM providers are those who are qualified to bill Medicaid for TCM services only. These providers assist the student to gain and coordinate access to a broad range of medically necessary services covered under the Medicaid program and ensures that the student received effective and timely services appropriate to their needs.

RANDOM MOMENT TIME STUDY (RMTS) FAQs CONT'D

What happens if a participant answers the RMTS questions indicating an IEP prescribed direct service, but accidentally marks that the service was not on an IEP?

A follow-up request will be sent to the participant for clarification if conflicting data is provided. It is important that participants are aware if the service(s) they are providing are listed in the student's IEP/IFSP and can provide a detailed and comprehensive response.

Who should be included on a staff roster?

Staff rosters should include participants that are routinely performing Medicaid school health services prescribed in an IEP or IFSP and administrative activities that support Medicaid school health services. Participants included on the staff roster cannot be 100% federally funded.

Tips for RMTS compliance?

RMTS coordinators are encouraged to utilize the Compliance Report listed under the report tab in RMTS. Running this report will assist coordinators to identify moments not completed. The Compliance Report will assist coordinators in maintaining the minimum 85% compliance percentage.

How does 'Moment Not Submitted' turn into 'Invalid Moment'?

'Moments Not Submitted' become 'Invalid Moments' when moments cannot be used for analysis i.e., moments selected for staff who are no longer at the district or who changed jobs and are no longer in an allowable position and their old position has not been filled.

Do 'Invalid Moments' factor into RMTS percentages?

No, Invalid moments are not factored into RMTS percentages.

Are travel and training costs included in the quarterly cost report?

Districts can report Staff Travel and Training expenses quarterly.

If a participant cannot respond to a follow-up request because he or she has left for summer break, does this affect RMTS compliance?

No, if a participant is unable to respond to his or her follow-up with additional information it will not affect RMTS compliance. If participants have left for summer break, the moment will be coded conservatively based on the participant's original response.

Does CDE keep licensure? Is this sufficient?

Colorado Department of Education (CDE) does keep on file 'Special Services License'. Qualified Health Care Professionals who require additional licensure, certification, and registrations such as DORA and ASHA must obtain documentation through these appropriate agencies.

What is DORA?

DORA is Department of Regulatory Agencies. Qualified Health Care Professionals such as Audiologists, Clinical Social Workers, Nurses, Occupational Therapists, Occupational Therapist Assistants, Physical Therapists, Physicians, and Social Workers require this licensure to provide services in Colorado.

What is ASHA?

ASHA is American Speech-Language Hearing Association. Qualified Health Care Professionals such as Speech Language Pathologists, and Speech Language Pathologist Candidates require this licensure to provide services in Colorado.

Do we have to send in a Provider Leave Status template every month even if there are no changes?

Provider Leave Status templates are only required if districts had providers who were on their staff rosters and have left the district or were on leave/vacation during their random moment.

Can Health Techs dispense medication to students not on an IEP?

Registered Nurses may delegate nursing services to be provided to students with or without an IEP to Health Technicians and Nurse Aides.

REIMBURSEMENT FAQs

Can you claim the costs of attending SHS Annual Training? What if we are on the roster?

Costs associated with attending SHS Annual Training are not allowable Staff Training Travel Costs for the quarterly cost report. Staff Training Travel Costs should be associated with staff attending training related to their professional field and licensure. See Section 7: Medicaid Administrative Claiming and Appendix 10: Web-Based Cost Reporting System Guide of the SHS Program Manual for additional information on allowable Staff Training Travel Costs.

Why did the FMAP change from 50% to 51.01%?

The Secretary of Health and Human Services calculates the Federal Medicaid Assistance Percentage (FMAP) for each fiscal year, for each state. The FMAP is the share of state Medicaid benefit costs paid for by the federal government. Generally speaking, FMAPs are higher in states with lower income and higher poverty levels, but the FMAP cannot be lower than 50%. The FMAP for the State of Colorado for Fiscal Year 2013-14 was 50%. As of October 1, 2014, Colorado's FMAP will increase to 51.01%, meaning that the federal government is reimbursing more of your district's incurred costs.

Do Annual Other Costs have to pertain to Special Education?

The costs do have to relate to services provided to Special Education students with at least one reimbursable direct service identified in their IEPs or IFSPs. It is always important to review the three questions below when determining whether or not to include costs under this section of the report.

- What is the purpose of this item?
- Is the item used for a Direct Medical or TCM Service?
- What is the desired outcome of using the item?

If these questions cannot be answered yes, then the costs should not be included.

What documentation will we need to provide for a participant whose certification expires in the middle of the school year? Do we need to provide a copy of both licenses?

Valid licenses need to be in place during any time period which that provider is included on the Staff Pool List. If the individual is on the Staff Pool list and the certification expires, the school district will need to provide a copy of both licenses covering the full duration identified.

Explain documentation needed for reviews if one district transports a student to a second district where that student receives a Medicaid eligible service as required on his or her IEP.

When transportation is provided to a student it must be outlined on the IEP and have occurred on a day when the student received a reimbursable direct medical service pursuant to his or her IEP. The districts will have to work together to ensure the appropriate documentation is in place. If a one-way trip is billed, using procedure code T2003, the district must be able to show from service logs that the student also received an allowable direct medical service pursuant to his or her IEP. Also, the district must have bus logs and attendance records to support the billed one-way trip.

Why are there edit checks for the cost reports?

The purpose of edit checks in the Medicaid Cost Reporting and Claiming System (MCRCS) is to review information submitted by districts for outliers, anomalies, and items that may need further follow-up or explanation. Edits checks are part of the quality assurance steps and are in place to act as a safeguard for districts reporting financial data. Reported costs that surpass specific thresholds, will create an edit check which will require districts to resolve accordingly in the cost reporting system.

If we don't report harnesses, seatbelts, etc. in our transportation depreciation report, can we report these in Transportation Other Costs?

Districts may report Transportation Equipment Depreciation costs for buses, cars and minivans, harnesses/seatbelts/child protective seating, light trucks and vans, vehicle air conditioning, wheelchair lifts, and other applicable asset types. This category on the Annual Cost Report is used when the items listed above are greater than \$5,000 in cost. The items listed above must be reported in the Transportation Equipment Depreciation portion of the report, not Transportation Other Costs, unless these items cost less than \$5,000, in which case they can be reported in the Transportation Other Costs section of the Annual Cost Report.

REIMBURSEMENT FAQs CONT'D

For in-depth financial reviews, what kind of documentation needs to be presented for Annual Other Costs? Will ALL Annual Other Costs be reviewed in the in-depth financial review?

Documentation should be maintained for every cost category within Annual Other Costs (i.e. Nursing, Occupational Therapy, etc.). The documentation must provide proof that the item is being used for an eligible direct service for medical purposes. It must also show what items were included in the lump sum reported in the system. Purchase orders, receipts, and itemized lists, are all examples of acceptable documentation for this cost category. Again, your documentation must tie back to, and support these costs.

We have a pool of funds that we use specifically for special education. It is our Special Education fund. Are items purchased with these funds allowed to be reported on the Medicaid Cost Report specifically as a material or supply?

Yes. Generally speaking these costs are allowable; however, districts should be cognizant of whether or not an item is funded by federal dollars. If the item is partially federally funded, report the gross cost and then identify the amount that pertains to federal monies. If the item is fully federally funded, do not report the item at all. Additionally, flow through funds are used to help finance Special Education programs. The funds, which are revenues received from the MAC and/or SHS program, are also eligible to be included on the cost report.

Explain the percentage of allowable minutes to bill. (Eight minute rule)

Colorado has adopted a Medicare practice to establish specific minimum and maximum times for all 15-minute procedure codes. The minimum time for one 15-minute code is 8 minutes. Two units would be a minimum of 15 + 8 minutes = 23 minutes. This rule is extended to multiple units in the following table:

1 unit:	8 minutes to < 23 minutes
2 units:	23 minutes to < 38 minutes
3 units:	38 minutes to < 53 minutes
4 units:	53 minutes to < 68 minutes
5 units:	68 minutes to < 83 minutes
6 units:	83 minutes to < 98 minutes

GET TO KNOW – CASSANDRA DECOCQ

Cassandra DeCocq, also known as Cassie, joined PCG in September 2010. Cassie oversees tasks necessary for facilitating RMTS and MAC for the CO SHS Program. She has experience working on school-based Medicaid programs in multiple states. She recently started working on her Master's degree in Public Administration at Arizona State University. Cassie is a huge Cubs fan! She loves baseball and says "spring training is the best thing about living in Arizona". Cassie also enjoys hiking, reading, and spending time with her dogs.

If you have any suggestions for Newsletter topic ideas please email Shannon Huska at Shannon.Huska@state.co.us or Public Consulting Group (PCG) at cocostreport@pcgus.com or cormts@pcgus.com.

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