

New York State Medicaid
2014 Training
for

*Preschool/School Supportive Health
Services Program Providers*

NEW YORK STATE DEPARTMENT OF HEALTH (NYSDOH)

NEW YORK STATE EDUCATION DEPARTMENT (NYSED)



Training Overview

- Compliance
- Roles & Responsibilities
- Medicaid Policy
- Billing/Claiming
- Annual Cost Reporting
- SSHSP Resources

*The Compliance Agreement
and
The Compliance Program*

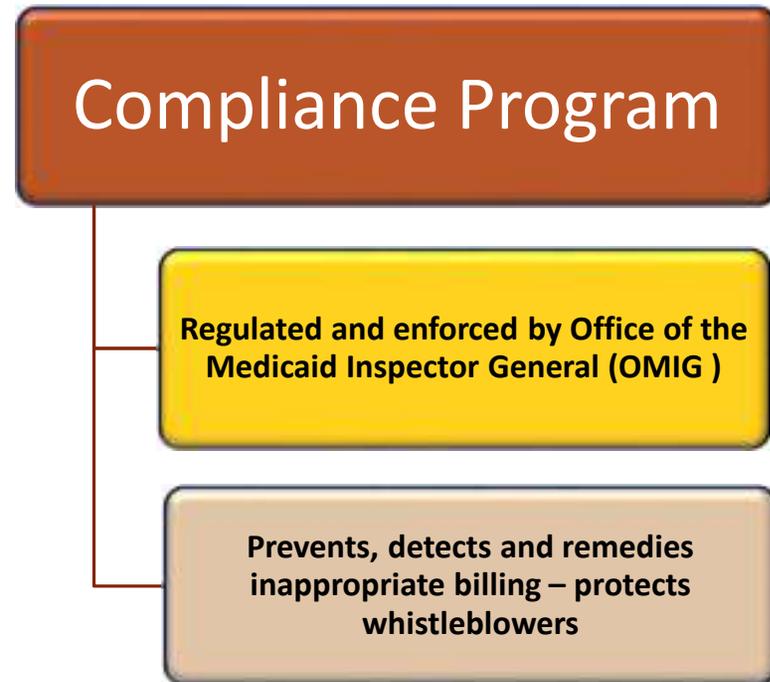
Defining Compliance

- ❑ Compliance: the act or process of doing what you have been asked or ordered to do (the act or process of complying)
- ❑ In compliance with: in the way that is required (by a rule, law, etc.)

<http://www.merriam-webster.com/dictionary/compliance>



Compliance Agreement vs. Compliance Program



WHAT HAPPENS IF YOU ARE NOT IN COMPLIANCE WITH THE COMPLIANCE AGREEMENT OR THE COMPLIANCE PROGRAM?

Compliance Agreement

Eight elements of our Compliance Agreement with CMS:

- NYS SSHSP Compliance Policy
- Confidential Disclosure Policy
- Compliance Officer/Compliance Committee
- Audit Requirements
- Independent Audits
- Annual Written Reports
- Training
- State Plan Amendment



Compliance Program

- ❑ Regulated by The Office of the Medicaid Inspector General (OMIG)
- ❑ Compliance Programs include:
 - Policies and Procedures
 - Compliance officer
 - Training
 - Reporting
 - Failing to report
 - Identification of risks
 - Response/Follow-up
 - Policy barring intimidation, retaliation



Compliance Program

- ❑ Regulated and enforced by OMIG
- ❑ Medicaid provider with \$500,000 or more in annual Medicaid billing must have an effective Compliance program in place
- ❑ Providers must certify annually that they have an effective Compliance program in accordance with statute
- ❑ References:
 - <http://www.omig.ny.gov/compliance>
 - 18 NYCRR §521.2(b)
 - Social Services Law (SSL) §363-d

Roles and Responsibilities

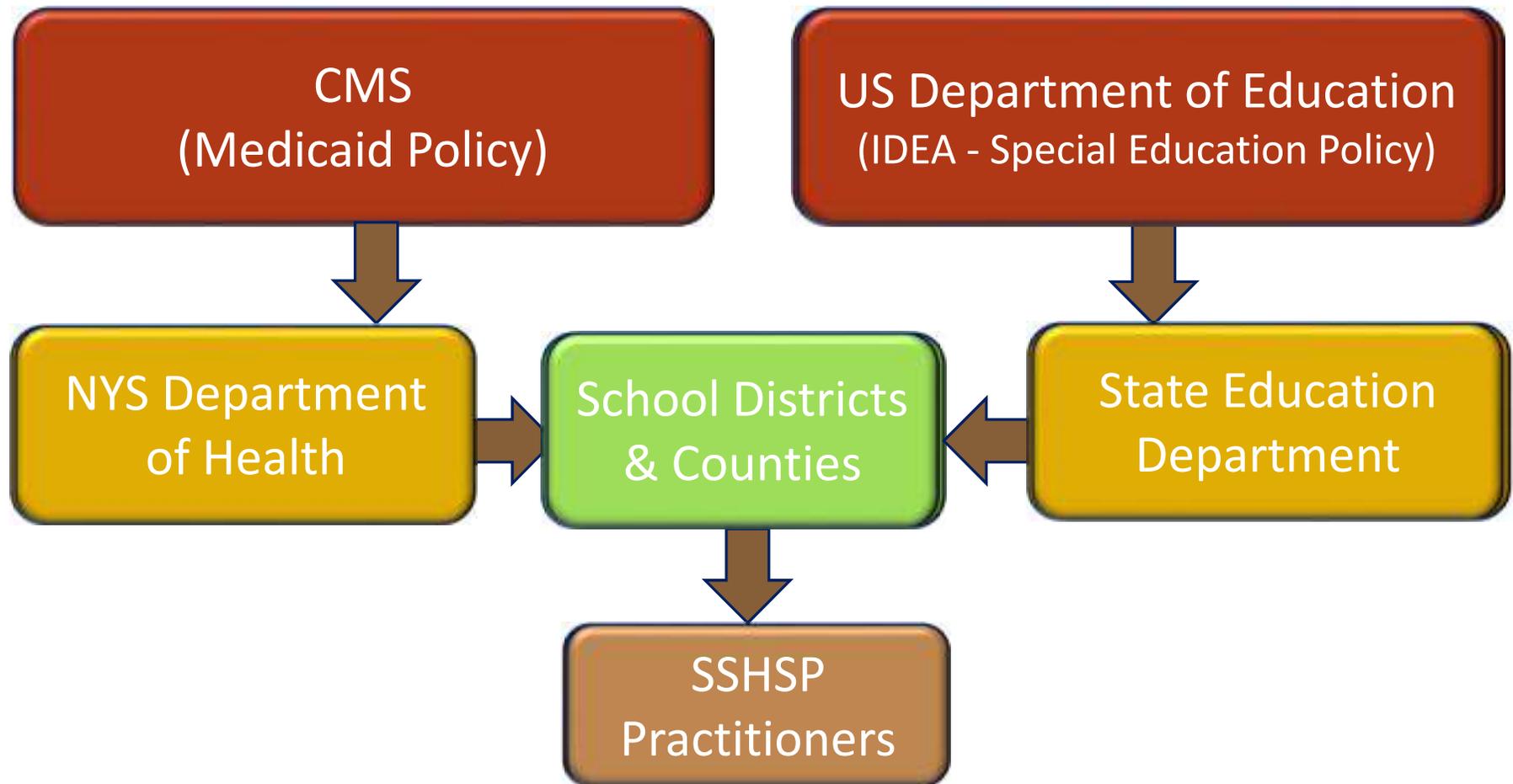
SSHSP Stakeholders

- Centers for Medicare and Medicaid Services (CMS)
- Department of Health (DOH)
- State Education Department (SED)
- School Districts & Counties (SSHSP billing providers)
- SSHSP Practitioners
- Regional Information Centers (RICs)
- Central New York Regional Information Center (CNYRIC)
- Billing vendors
- Office of Medicaid Inspector General (OMIG)
- Computer Sciences Corporation (CSC)/eMedNY
- Public Consulting Group (PCG)



Roles and Responsibilities

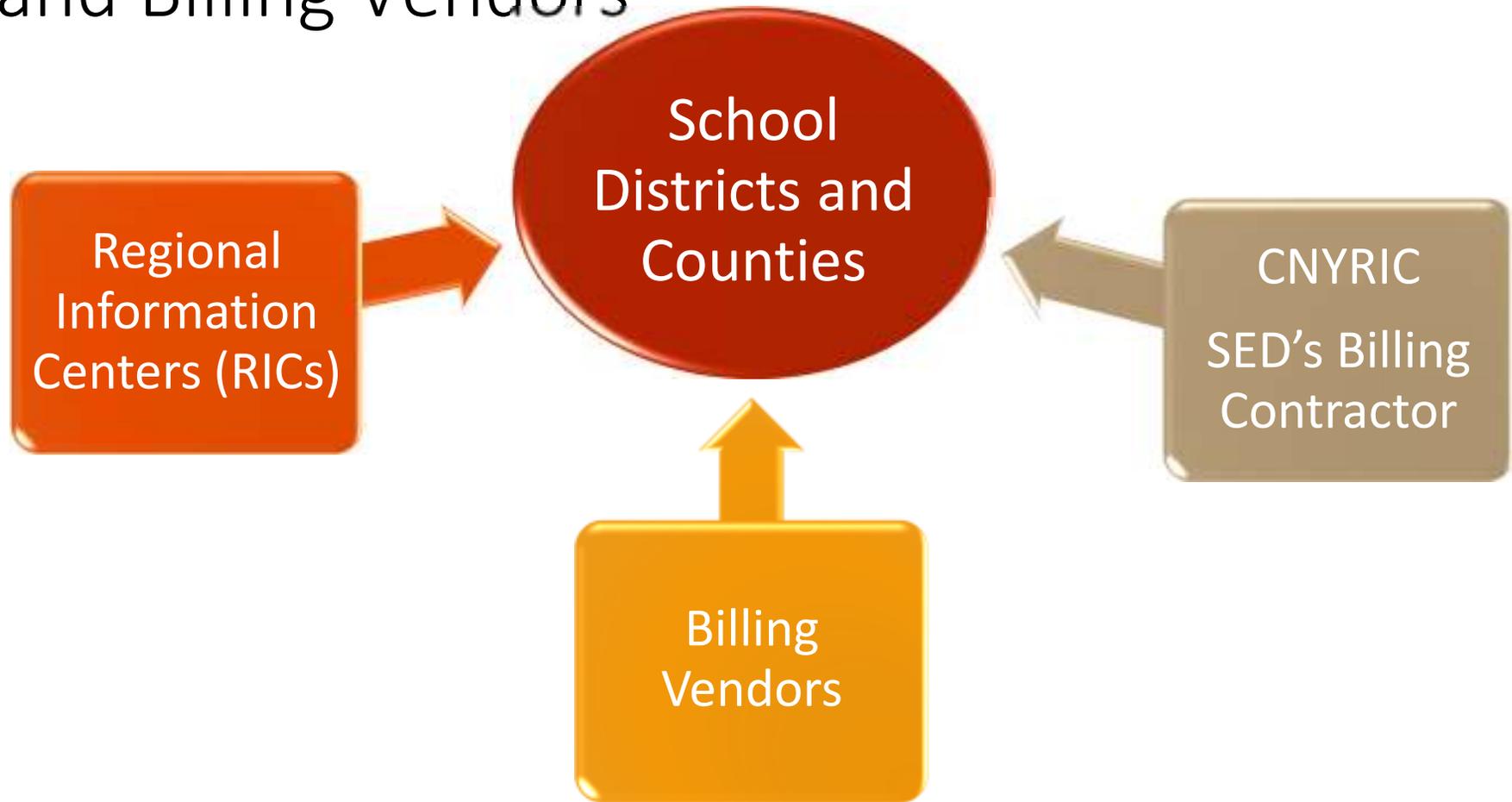
Medicaid Policy/Special Education Policy



DOH IS THE SINGLE STATE AGENCY CHARGED WITH THE ADMINISTRATION OF THE NYS MEDICAID PROGRAM.

Roles and Responsibilities

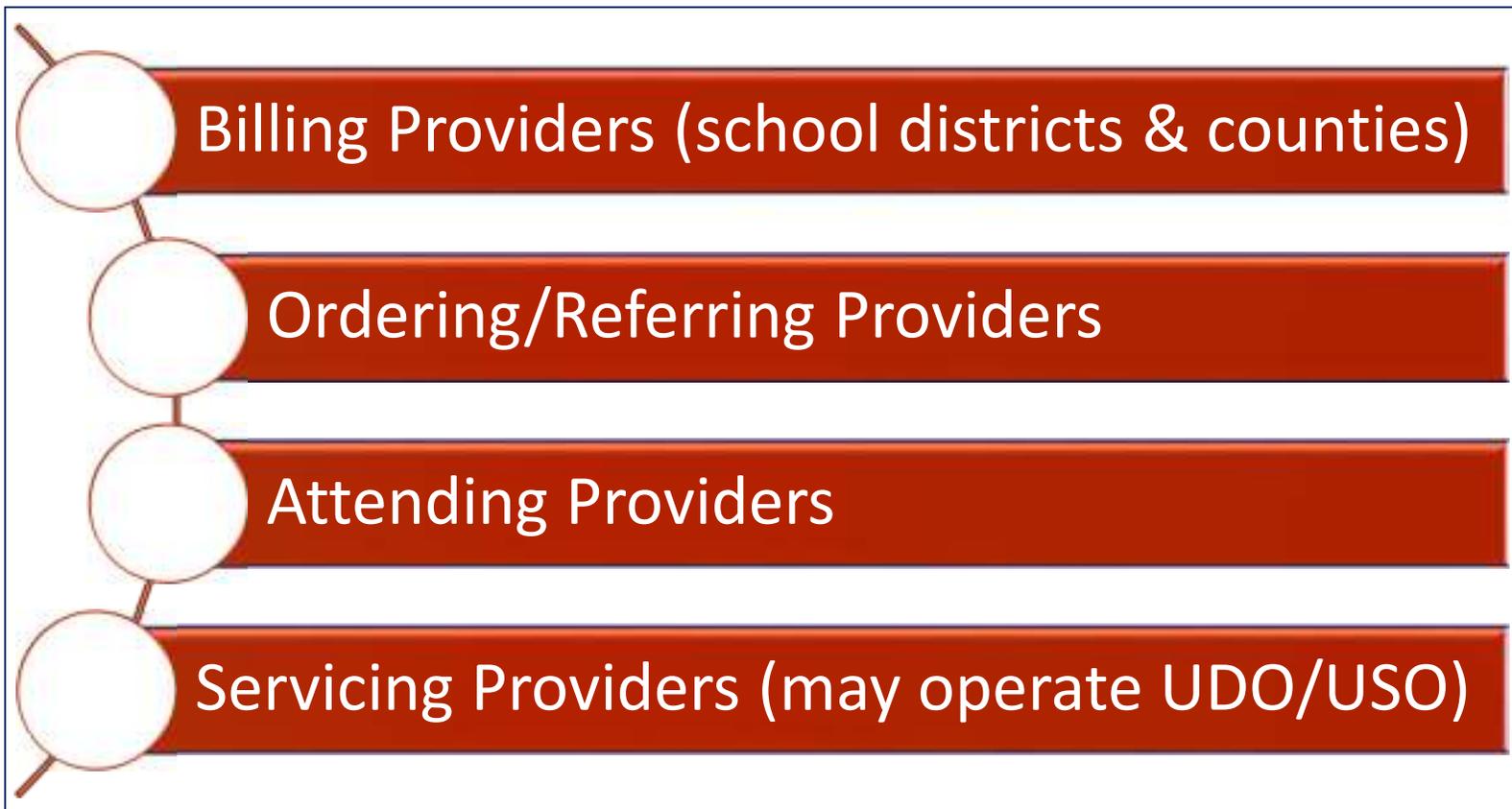
School Districts and Counties, RICs, CNYRIC, and Billing Vendors



WHO IS RESPONSIBLE FOR CLAIMS SUBMITTED TO MEDICAID FOR REIMBURSEMENT?

Roles and Responsibilities

SSHSP Providers



THE SERVICING PROVIDER AND THE ATTENDING PROVIDER MAY SOMETIMES BE THE SAME INDIVIDUAL. CAN ANYONE EXPLAIN THIS?

Roles and Responsibilities

Office of Medicaid Inspector General (OMIG)

- ❑ Fight Fraud. Improve Integrity and Quality of the Medicaid program.
- ❑ New York State's Medicaid oversight and auditing agency.
- ❑ Maintains Exclusion/Termination Lists of providers.
- ❑ Administers the Compliance Program.



Roles and Responsibilities

Computer Sciences Corporation / eMedNY

- ❑ Computer Sciences Corporation (CSC)
 - NYS's fiscal agent for its Medicaid Program
- ❑ eMedNY
 - Web-based system which processes:
 - Eligibility verifications,
 - Claim submissions, and
 - Prior-authorization requests.
 - Annually manages:
 - 350 million claims,
 - 150 million eligibility verification transactions, and
 - Over 49 billion dollars in payments.



Roles and Responsibilities

Public Consulting Group (PCG)

- ❑ DOH contractor for the SSHSP.
- ❑ Contract deliverables include:
 - Assist in implementation/ongoing support of the Random Moment Time Study (RMTS)
 - Support for the preparation and submission of annual cost reports for each SSHSP provider actively billing Medicaid.

*SSHSP Medicaid Policy —
Clarified, Existing, and Revised*

SSHSP Medicaid Program Reference Materials

- ❑ Training Handouts (1-7)
- ❑ 200+ Questions and Answers
- ❑ SSHSP Handbook (Update #7)
- ❑ SSHSP Medicaid Program information (new, revised, clarified) is communicated to school districts and counties via Medicaid Alerts
 - Provider qualifications
 - Documentation requirements
 - Medicaid coverage policy
 - Medicaid claim requirements
- ❑ Medicaid Alerts are:
 - Distributed via email by the RICs
 - Distributed via email from the Medicaid-in-Education listserv (sign-up at: http://www.oms.nysed.gov/medicaid/listserv_registration.html)
 - Stored online at: http://www.oms.nysed.gov/medicaid/medicaid_alerts/home.html



SSHSP Medicaid Covered Services

Speech Therapy
& Evaluations

Physical Therapy
& Evaluations

Occupational Therapy
& Evaluations

Skilled Nursing

Psychological
Counseling

Psychological
Evaluations

Audiological
Evaluations

Medical
Evaluations

Medical Specialist
Evaluations

Special
Transportation

Clarified Medicaid Policy

SSHSP Special Transportation Criteria for Medicaid Reimbursement

Medicaid Alert #13-10 (Issued 8/28/2013) *Clarification of Federal Guidelines for Medicaid Reimbursement of Transportation for SSHSP*

- ❑ To be Medicaid reimbursable the vehicle must be specially modified (unique physical feature) that accommodates a specific student.
- ❑ Federal (CMS) policy **excludes** Medicaid reimbursement for transportation to/from school if transported in an **unmodified vehicle.**

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CMS DEFINITION OF REGULAR SCHOOL BUS – ANY UNMODIFIED VEHICLE THAT TRANSPORTS STUDENTS TO/FROM SCHOOL.

Clarified Medicaid Policy

SSHSP Special Transportation Criteria for Medicaid Reimbursement

Effective September 1, 2013, in order for transportation to be Medicaid reimbursable, the following three criteria must be met:

- ❑ Specific medical need for special transportation to accommodate the student's disability must be documented in the student's Individualized Education Program (IEP); and
- ❑ An explanation as to how the transporting vehicle has been specially modified to serve the needs of that student with a disability must be documented in the IEP; and
- ❑ Student must be traveling to or from a Medicaid reimbursable service other than special transportation.

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Clarified Medicaid Policy

SSHSP Special Transportation Criteria for Medicaid Reimbursement

Two exceptions to the rule:

Special transportation is Medicaid reimbursable, *regardless* of the type of vehicle used, under the following special circumstances:

- ❑ A student **resides in an area not having school bus transportation**, but **has a medical need** for that transportation and is **traveling to/from a Medicaid reimbursable service**; or when
- ❑ A student is transported from school or home **directly to and/or from** a provider in the community for the **exclusive purpose of accessing an SSHSP service**.

Existing Medicaid Policy

Documentation Requirements Summary

- ❑ Verification of current certification, licensure, and/or registration, as relevant, of clinician providing the service must be available upon request.
- ❑ Provider Agreement and Statement of Reassignment completed by outside contractors, if applicable.
- ❑ Written Orders/Referrals.
- ❑ “Under the Direction of” or “Under the Supervision of” documentation, if applicable.
- ❑ Documentation of each billable service:
 - Evaluation report
 - Session note
 - Medication Administration Record (MAR)
 - Special transportation logs

Existing Medicaid Policy

Provider Qualifications/Verification

- ❑ Licensing, certification, and Medicaid enrollment requirements
- ❑ Provider Qualification and Documentation Requirements (Handout #1)
- ❑ Billing providers are ultimately responsible for:
 - Maintaining documentation that proves the qualifications of the provider (ordering/referring, servicing/attending) <http://www.op.nysed.gov>
 - Verifying that their providers (ordering/referring, servicing/attending) have not been excluded from participation in the Medicaid program
 - NYS Exclusion List
<http://www.omig.ny.gov/index.php/fraud/medicaid-terminations-and-exclusions>
 - Federal Exclusion List
<http://oig.hhs.gov/exclusions/index.asp>



Revised Medicaid Policy

Physical Therapy Provider Qualifications

[Medicaid Alert #13-08](#) (Issued 7/24/13) *Update on Physical Therapist Qualifications for the Preschool/School Supportive Health Services Program (SSHSP)*

- ❑ New York State licensed and registered physical therapist
 - Graduated from a physical therapy education program accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE) **or one determined to be substantially equivalent**
- ❑ Certified physical therapy assistant “under the direction of” such a qualified licensed and registered physical therapist

Existing Medicaid Policy

SSHSP Orders/referrals

Written orders/written referrals (prescription)

- Documentation of medical necessity for the SSHSP,
- Constitutes medical direction of the ordering professional,
- Must be prospective,
- Must be written by a Medicaid enrolled provider, and
- Must be kept on file.

Are there specific things that must be included on the written order/referral?

Have you encountered any problems obtaining written orders/referrals that meet the SSHSP requirements?

If so what are the most common?



WHERE WOULD YOU FIND THE REQUIREMENTS FOR THE SSHSP WRITTEN ORDERS/REFERRALS?

Revised Medicaid Policy

SSHSP Ordering/Referring Provider

[Medicaid Alert 13-07](#) (posted REVISED 9/5/13) *NYS Medicaid provider enrollment requirement for SSHSP ordering/referring providers*

- ❑ SSHSP billing providers will not be reimbursed by Medicaid for services that were ordered/referred by non-enrolled NYS Medicaid providers
- ❑ Streamlined ordering/prescribing/referring/attending (OPRA) enrollment process
(<https://www.emedny.org/info/ProviderEnrollment/index.aspx>.)
- ❑ Licensed and currently registered physicians, physician assistants, nurse practitioners, speech-language pathologists, psychiatrists, and psychologists
- ❑ Verify Medicaid enrollment status of their ordering/referring providers online at: <https://www.emedny.org/info/opra.aspx>.



SSHSP Billing/Claiming

Medicaid Alert 14-01 (posted 3/21/14) *Resolving eMedNY Attending Provider National Provider Identifier (NPI) Affiliation Errors*

When eMedNY rejects attending provider NPI affiliation:

- ❑ Confirm correct license/NPI
- ❑ Contact CSC at 1-800-343-9000 to:
 - Verify practitioner license/NPI correct in eMedNY
 - Verify practitioner license and NPI are associated with each other in eMedNY
 - Verify NPI listed only for one practitioner in eMedNY
- ❑ If eMedNY continues to reject NPI affiliation
 - Send email with subject line “Attending provider NPI affiliation – SSHSP” to OHIP Division of Operations at ProviderEnrollment@health.state.ny.us

SSHSP Billing/Claiming

- ❑ Medicaid Alert 13-09 (posted REVISED 8/19/13) **Effective for dates of service on or after 9/1/13:** *Update to SSHSP CPT Codes (Handout 5) includes crosswalk for psychotherapy codes, and new rate code for group occupational therapy*
- ❑ Medicaid Alert #13-16 (Issued 12/18/2013) *SSHSP Speech Evaluation Current Procedural Terminology (CPT) Code Changes – Interim Process*
 - Continue to use the current code until a Medicaid Alert is issued indicating otherwise
- ❑ Medicaid Alert # 14-02 (posted 5/1/14) *International Classification of Diseases, 10th revision, Clinical Modification (ICD-10-CM)*
 - ICD-9-CM will be replaced by ICD-10-CM
 - 68,000 codes in ICD-10-CM (only 13,000 in ICD-9-CM)
 - **Free ICD-10-CM** official guidelines and code sets online at: <http://cms.gov/Medicare/Coding/ICD10/index.html>

IDEA Parental Consent

Parental Consent Requirement for Release of Information

- ❑ One time consent with an annual notification is required to bill Medicaid for SSHSP services. The written notice must explain all the of the protections available to parents under Part B of IDEA to ensure parents are fully informed of their rights.
- ❑ The written notice must be written in language understandable to the general public and in the native language of the parent, unless it is clearly not feasible to do so.
- ❑ The NYS Office of Special Education Services has issued guidance on the implementation of these regulations:
<http://www.p12.nysed.gov/specialed/publications/parentconsent-publicbenefits.htm>
- ❑ The Federal Department of Education has also issued guidance:
<http://www2.ed.gov/policy/speced/reg/idea/part-b/part-b-parental-consent.html>



Medicaid claim components

Each Medicaid claim must include:

- Billing provider National Provider Identifier (NPI)
- Ordering/referring provider NPI
- Attending provider NPI
- CPT code (rate code)
- # of units (minimum of 1 required)
- Diagnosis code
- Student demographics (Name, DOB, CIN)

SSHSP Billing/Claiming

❑ Electronic Transmitter Identification Number (ETIN)

- Allows providers to submit and track electronic claim transactions.
- SSHSP billing provider must give approval to the Central New York Regional Information Center (CNYRIC) to receive their electronic remittance files for posting to the billing provider's web reports and MedWeb system for downloading.
- ETIN certification statements must be renewed annually.
- Renewal notices are sent to billing providers by Computer Science Corporation (CSC). Pre-printed forms must be signed and notarized.
- SSHSP ETIN is 6N8

❑ New York State Medicaid requires all billing providers to register for electronic funds transfer (EFT) (see instructions in Medicaid Alert 12-06)

Contact Information and Resources

SSHSP Contacts

SSHSP Medicaid Policy and Medicaid Claims:

DOH 518-473-2160

Random Moment Time Study (RMTS) and Annual Cost Reporting:

PCG Hotline: 866-912-2974

E-mail: NYSSHSP@pcgus.com

SED Medicaid Unit (Medicaid in Education) and Regional Information Centers:

SED 518-474-7116

E-mail: medined@mail.nysed.gov

http://www.oms.nysed.gov/medicaid/contacts/ric_contacts.html