

# Medicaid in Education Alert

New York State Office of Health Insurance Programs (NYS OHIP)  
New York State Education Department (NYSED)  
Preschool/School Supportive Health Services Program (SSHSP)  
Medicaid in Education Units

Issue #13-03

TO: All SSHSP Medicaid Providers

FROM: NYS OHIP SSHSP & NYSED  
Medicaid in Education Units

DATE: February 14, 2013

SUBJECT: SSHSP Cost Report Deadline Extended to March 15,  
2013

The purpose of this Medicaid Alert is to inform participating SSHSP billing providers that the **deadline for submitting and certifying your SSHSP cost reports** for the **October 1, 2011 – June 30, 2012** time period has been extended from February 15, 2013 to **March 15, 2013**. The cost report is a component of Certified Public Expenditures (CPEs). **NOTE:** The deadline for all future cost report submissions will be December 31<sup>st</sup>.

School districts and counties must have access to the web-based Medicaid Cost Reporting and Claiming System (MCRCS) before the cost report can be completed. School districts and counties still requiring access to MCRCS must contact Public Consulting Group, Inc. (PCG) in order to create a user account for access to the system.

The 2011/12 cost reporting process is required if school districts and counties have participated in the SSHSP, or will participate for the October 1, 2011 – June 30, 2012 time period. School districts and counties that have not yet submitted an October 1, 2011 – June 30, 2012) roster for inclusion in the MCRCS cost report or that have not submitted their 2011/12 supplemental form (for contracted practitioners) will have until **February 28, 2013** to submit them to NYSSHSP@pcgus.com. Any October 1, 2011 – June 30, 2012 rosters received by PCG after February 28, 2013 will not be loaded in to MCRCS prior to the March 15, 2013 cost report deadline. Rosters are only required for school districts and counties that employ direct service

practitioners. School districts and counties using only contracted direct service practitioners do not need to submit a roster for upload to MCRCS.

School districts and counties are reminded that the certification required by March 15, 2013 in MCRCS is a certification of the total costs reported by the school districts and counties in the costs reports and not a certification of any ratios included in MCRCS. School districts and counties will be asked to review and certify the calculation of the Medicaid allowable costs including the ratios used in the calculation prior to the determination of the final cost settlement.

Additional information on CPEs, including a recorded copy of a web-based training presentation and previously issued Medicaid Alerts can be accessed at

<http://www.oms.nysed.gov/medicaid/CPEs/home.html>.

If you have questions or comments regarding this alert, please contact Public Consulting Group at 1-866-912-2974 or at NYSSHSP@pcgus.com.