


<b>ISSUE DATE</b> September 15, 2022	<b>EFFECTIVE DATE</b> September 15, 2022	<b>NUMBER</b> 35-22-02
<b>SUBJECT</b>  School-Based ACCESS Program Provider Handbook		<b>BY</b>   Sally A. Kozak, Deputy Secretary Office of Medical Assistance Programs

**IMPORTANT REMINDER:** All providers must revalidate the Medical Assistance (MA) enrollment of each service location every 5 years. Providers should log into PROMISe to check the revalidation dates of each service location and submit revalidation applications at least 60 days prior to the revalidation dates. Enrollment (revalidation) applications may be found at: <https://www.dhs.pa.gov/providers/Providers/Pages/PROMISe-Enrollment.aspx>.

## **PURPOSE:**

The purpose of this bulletin is to issue an updated School-Based ACCESS Program (SBAP) provider handbook to Local Education Agencies (LEA) enrolled in the Medical Assistance (MA) Program who provide school-based services through SBAP.

## **SCOPE:**

This bulletin applies to all LEAs enrolled in the MA Program and participating in the SBAP.

## **BACKGROUND/DISCUSSION:**

In accordance with 55 Pa. Code § 1101.68(a), related to invoicing for services, SBAP providers are to bill for MA services or items in accordance with the instructions contained in the provider handbook. The SBAP provider handbook is a compilation of federal and state requirements, forms, and resources for SBAP providers.

The Department of Human Services (Department) last updated the SBAP provider handbook on May 2, 2022 (see MA Bulletin 35-22-01). Since that time, the Department updated the SBAP provider handbook, amending language and updating format to highlight program requirements and provider qualifications and services.

COMMENTS AND QUESTIONS REGARDING THIS BULLETIN SHOULD BE DIRECTED TO:

The appropriate toll-free number for your provider type

Visit the Office of Medical Assistance Programs Web site at:

<https://www.dhs.pa.gov/providers/Providers/Pages/Health%20Care%20for%20Providers/Contact-Information-for-Providers.aspx>.

Providers are responsible to remain current on all policies, regulations, and laws related to the provision of services compensable through SBAP.

The SBAP provider handbook is updated on a periodic basis. Requests for updates to the SBAP provider handbook may be submitted to the following Resource Account address: [RA-PWSBAP@pa.gov](mailto:RA-PWSBAP@pa.gov). All requests will be considered for future updates of the SBAP provider handbook.

**PROCEDURES:**

SBAP providers are to follow the requirements in the SBAP provider handbook. SBAP providers should refer to the updated SBAP provider handbook, dated September 2022, for participation requirements and billing procedures for MA payment for SBAP services. The updated sections are highlighted and can be viewed on the [SBAP resource page](https://www.dhs.pa.gov/providers/Providers/Pages/School-Based-ACCESS-Program.aspx) at the following link: <https://www.dhs.pa.gov/providers/Providers/Pages/School-Based-ACCESS-Program.aspx>.

**ATTACHMENT:**

Pennsylvania Department of Human Services, School-Based ACCESS Program Handbook, September 2022