Optimizing Your SBAP Potential while functioning in a Virtual Setting

FY2020-2021 Statewide Training

Public Consulting Group

PUBLIC CONSULTING GROUP

Solutions that Matter
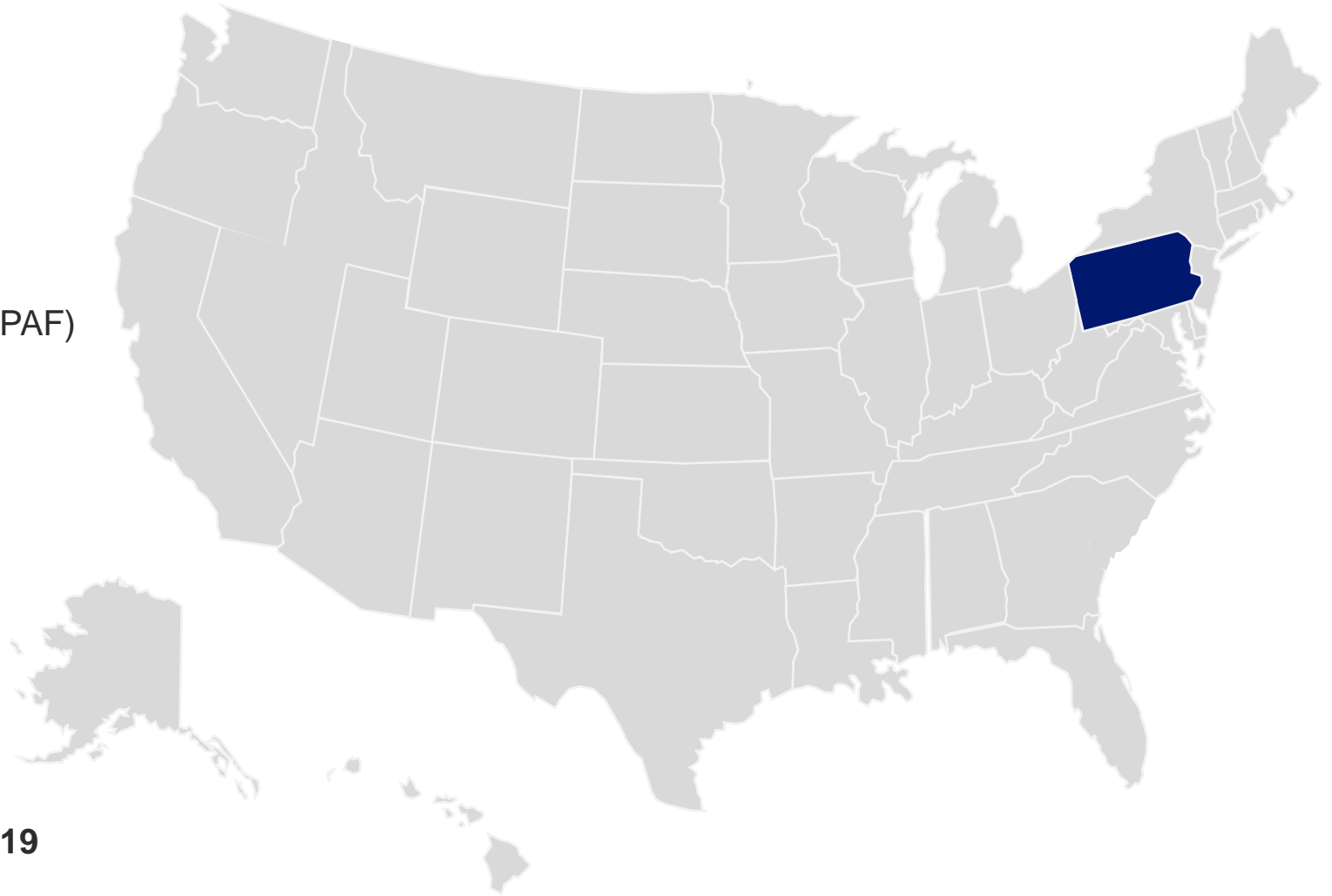
Agenda

Direct Service Claiming 3-12

- Related Service Documentation

- Telemedicine

- Medical Practitioner Authorization Forms (MPAF)

- Revalidation

- Pay Schedule

- Electronic Signature

- IEP Process

Random Moment Time Study (RMTS) 13-16
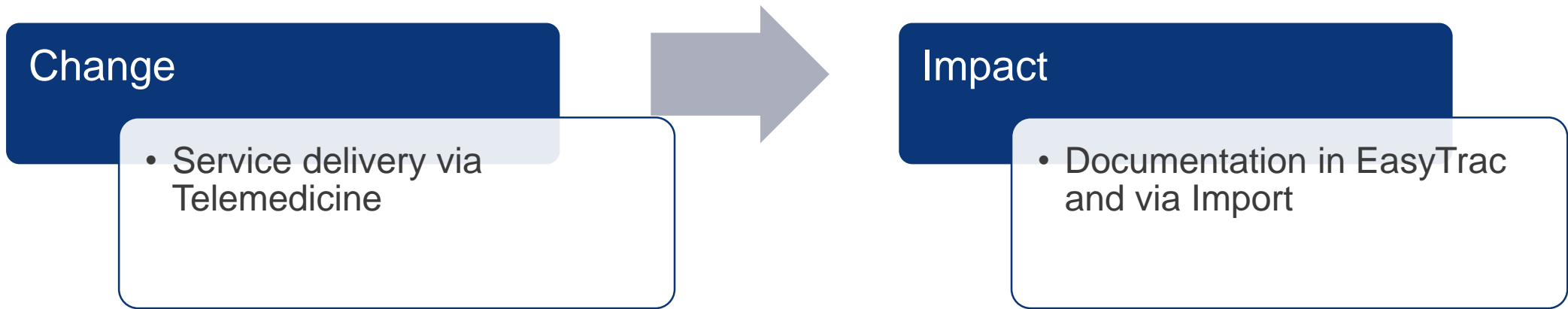
- Calendars

- Shifts

- Moments

Medicaid Administrative Claiming (MAC) 17-19

- UICR

- Reimbursement

Related Service Documentation

Related Service Documentation

Change

- Service delivery via Telemedicine

Impact

- Documentation in EasyTrac and via Import

New Log Entry

Save   Clear Form

Service Date	[ ] 📅
	(Required)
Service Times	[Start] 🕐 [End] 🕐
Progress Report	[▼]

Service Type [▼]

Direct
Direct Session: Make-Up Session
Direct Session: Telemedicine
Direct Session: Make-Up Telemedicine
Student Absent
Student Not Available
Provider Absent
Provider Not Available

Group Size

When logging services delivered via "Telemedicine" choose the appropriate "Service Type"

Daily Progress Note

[   ]

abc ✓

Related Service Documentation

Service Delivery via Telemedicine

1. For dates of service on or after March 16, 2020, the following SBAP services may be provided via telemedicine and billed for payment:
   - Occupational Therapy
   - Physical Therapy
   - Speech Therapy
   - Social Work and Counseling
   - Psychological
   - Psychiatric

2. For dates of service on or after July 1, 2020, the following additional SBAP services may be provided via telemedicine and billed for payment:
   - Audiology
   - Physician
   - Teachers of the Hearing Impaired
   - Orientation and Mobility

Related Service Documentation

Service Delivery via Telemedicine Requirements

3. All therapy services must be provided over an audio-visual connection.
   - Asynchronous delivery is not billable through Medical Assistance.

4. All other SBAP program requirements must be met (i.e., MA eligibility, service documented in IEP, completed MPAF).

5. The service is to be rendered in conformance with the full description of the procedure code, in a clinically appropriate manner, and to the extent that it would have been rendered if the visit had occurred in person.
   - Treatment Key/Areas Covered Assessed assist in outlining tasks covered as reimbursable within the related service.
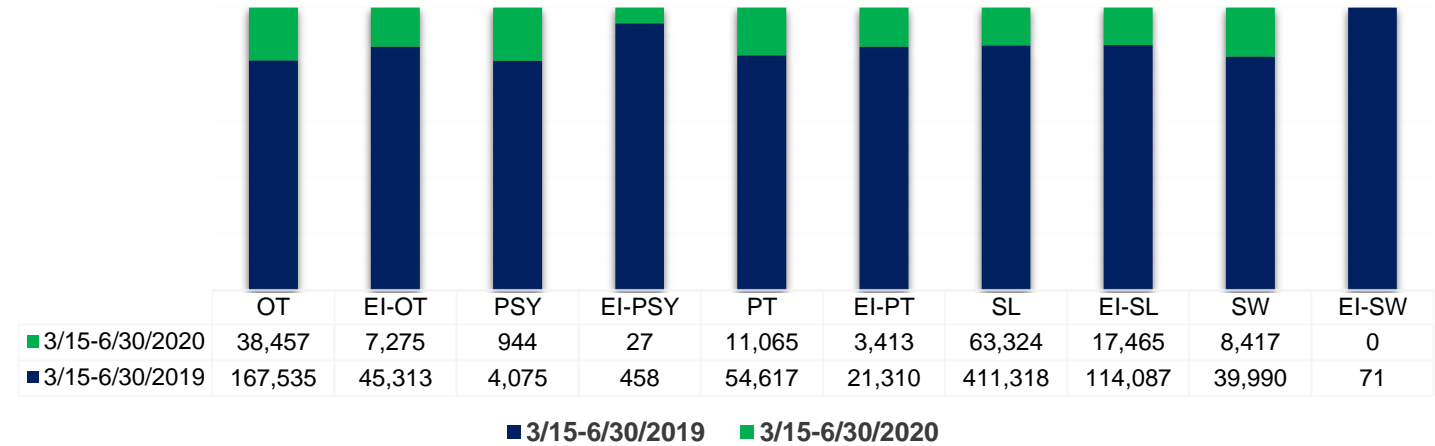
Related Service Documentation, cont'd

Change
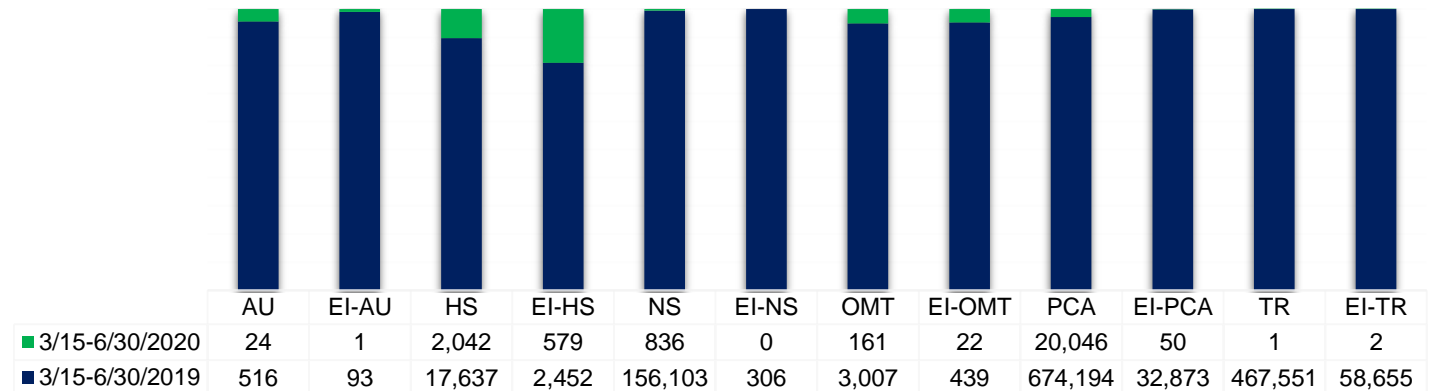- Decrease in service documentation due to allowable service via telemedicine

Impact
- Decrease or no transportation reimbursement

Service Documentation for Billable Services

	OT	EI-OT	PSY	EI-PSY	PT	EI-PT	SL	EI-SL	SW	EI-SW
3/15-6/30/2020	38,457	7,275	944	27	11,065	3,413	63,324	17,465	8,417	0
3/15-6/30/2019	167,535	45,313	4,075	458	54,617	21,310	411,318	114,087	39,990	71

■ 3/15-6/30/2019 ■ 3/15-6/30/2020

Service Documentation for Non-Billable Services

	AU	EI-AU	HS	EI-HS	NS	EI-NS	OMT	EI-OMT	PCA	EI-PCA	TR	EI-TR
3/15-6/30/2020	24	1	2,042	579	836	0	161	22	20,046	50	1	2
3/15-6/30/2019	516	93	17,637	2,452	156,103	306	3,007	439	674,194	32,873	467,551	58,655

Note: Special transportation services must be provided on the same date of service that an MA-covered service, required by the student's IEP, is received, resulting in a paid direct service claim.

Medical Practitioner Authorization Forms

Change
- MPAF extension and guidelines

Impact
- Provide additional time to obtain, still required

> MPAFs issued prior to the public health emergency (PHE) will be considered current through the end date of the PHE
> > 60-day extension granted beyond the end of the PHE to obtain a new MPAF
> Health-related services on the IEP and MPAF may be delivered and claimed during PHE
> NO action required by LEA for extension
> New health-related services on the IEP require a new MPAF
> Reference: **June 2020 DHS Bulletin**

Note: Prescriptions and MPAFs may be completed using electronic signature.
See Sections 4.2 and 5.3 the SBAP Provider Handbook for requirements for use of electronic signature.

Revalidation Requirement

Change
- Medical Assistance Revalidation

Impact
- Participant Status and Claim Submission during Public Health Emergency

- ➤ Required every 5 years
- ➤ Provider Type 35 Application (paper only)
- ➤ Lapse in Revalidation will result in claim denials
- ➤ Payments cannot be made retroactively.
- ➤ Authorizing Providers are also required to revalidate
- ➤ **Pennsylvania MA Bulletin**

- ➤ During PHE, Medicaid Providers will not be closed due to non-revalidation
- ➤ Claims will continue to process for payment
- ➤ LEAs should still complete required application as soon as possible
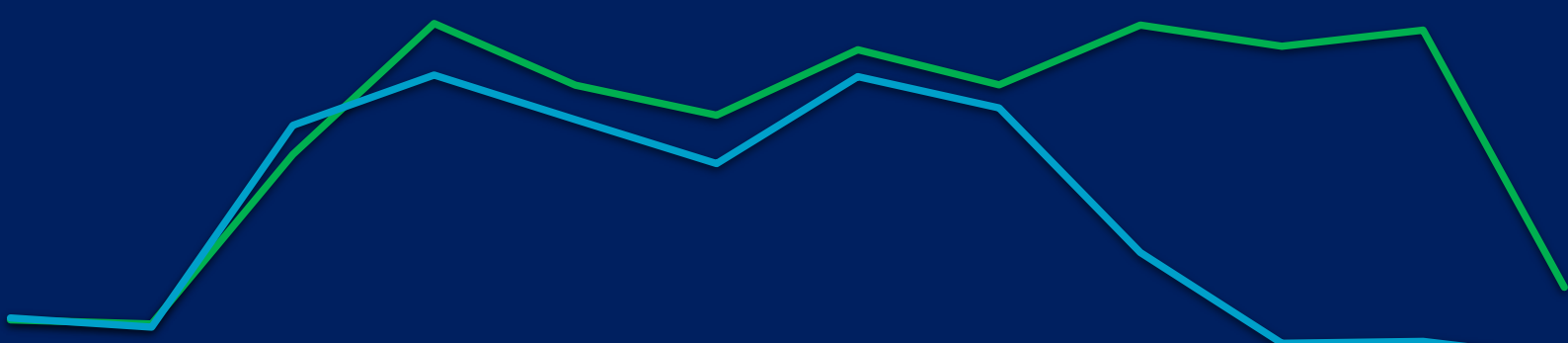- ➤ Reference: **Quick Tip 240**

Change

- Prudent Pay Waiver Remit/Claim Status

Impact

- Claims will be paid in the next financial cycle after the claim is approved for payment.

Paid Amount by Service Date

	July	August	September	October	November	December	January	February	March	April	May	June
SY19 Paid Amount	$1,175,928.8	$1,066,984.8	$5,742,542.3	$9,356,808.9	$7,651,086.4	$6,828,445.5	$8,627,076.9	$7,658,950.4	$9,310,005.2	$8,728,466.5	$9,166,995.9	$2,077,472.5
SY20 Paid Amount	$1,231,336.0	$982,367.64	$6,541,600.8	$7,932,014.5	$6,698,869.0	$5,487,736.5	$7,892,574.8	$7,021,380.1	$3,035,203.8	$534,779.00	$589,370.61	$120,099.35

— SY19 Paid Amount   — SY20 Paid Amount

Note: All claims must still meet all other billing requirements before payment.

Signature of SBAP-Supporting Documentation

Change

- Electronic Signature

Impact

- Use of electronic signatures in lieu of physical signatures

➤ Permitted by the SBAP
➤ District/LEA may use their own, internal electronic signature process
➤ Must be in accordance with Electronic Transaction Act (73 P. S. § 2260.101 – 2260.5101)
➤ Identifies the individual signing the document by his or her name and title
➤ Ensures the document cannot be altered after the signature has been affixed by limiting access to the code or key sequence
➤ Provides an audit trail that validates the signer's identity

Signature of SBAP-Supporting Documentation, cont'd

Change
- IEP Process

Impact
- PDE Guidance

- ➢ Acceptable methods of signature in lieu of in-person meetings
- ➢ SBAP requires a current, valid IEP that meets PDE standards
- ➢ **COVID-19 Updates and Information from the Bureau of Special Education (BSE)**
  - ✓ **Answers to FAQs and Guidance: COVID-19 Compensatory Services**
  - ✓ **Answers to FAQs and Guidance: Evaluations & Reevaluations**
  - ✓ **Answers to FAQs: Additional Information Regarding the COVID-19 Pandemic from BSE**
  - ✓ **Special Education and Preschool Early Intervention Evaluations and Virtual Assessment Guidance**

Random Moment Time Study

Change

→

- Calendars

Impact

- Include expanded or reduced moment eligible days
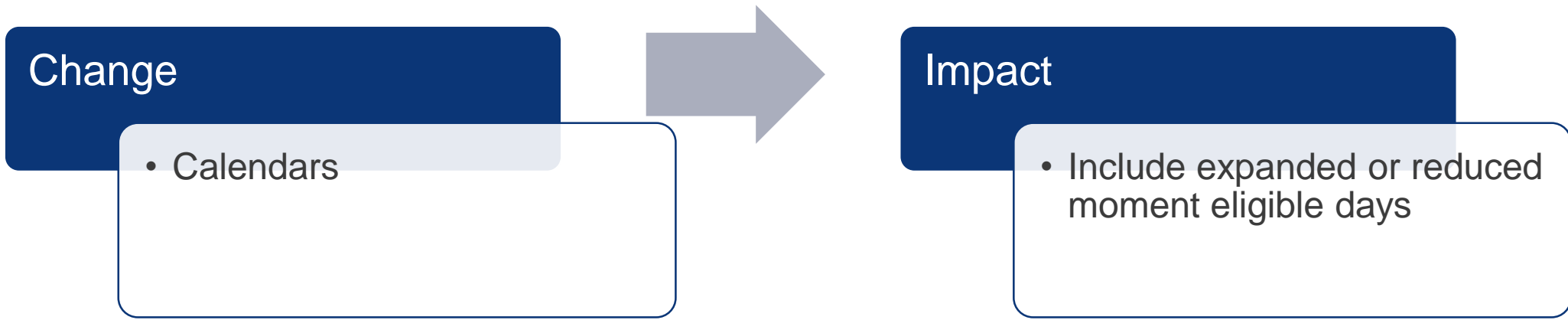
Work Days	Holiday/Non-Workdays
Any day instruction is provided on a day where participants are expected to be working. (i.g. in-service, professional development, teacher institutes, etc.).	LEA is completely shut down and no participants are working in any capacity on certain days.
If students are on split or alternating schedules they are still in session, whether it be in the physical school building or online.	After the Calender is certified, if the district closes, **with no working staff,** day(s) can be marked as an Unplanned Closure.
Online learning or a hybrid of online/in-person instruction.	

Change
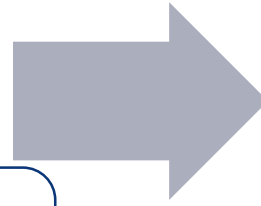
- Shifts

Impact

- Include expanded or reduced moment eligible times

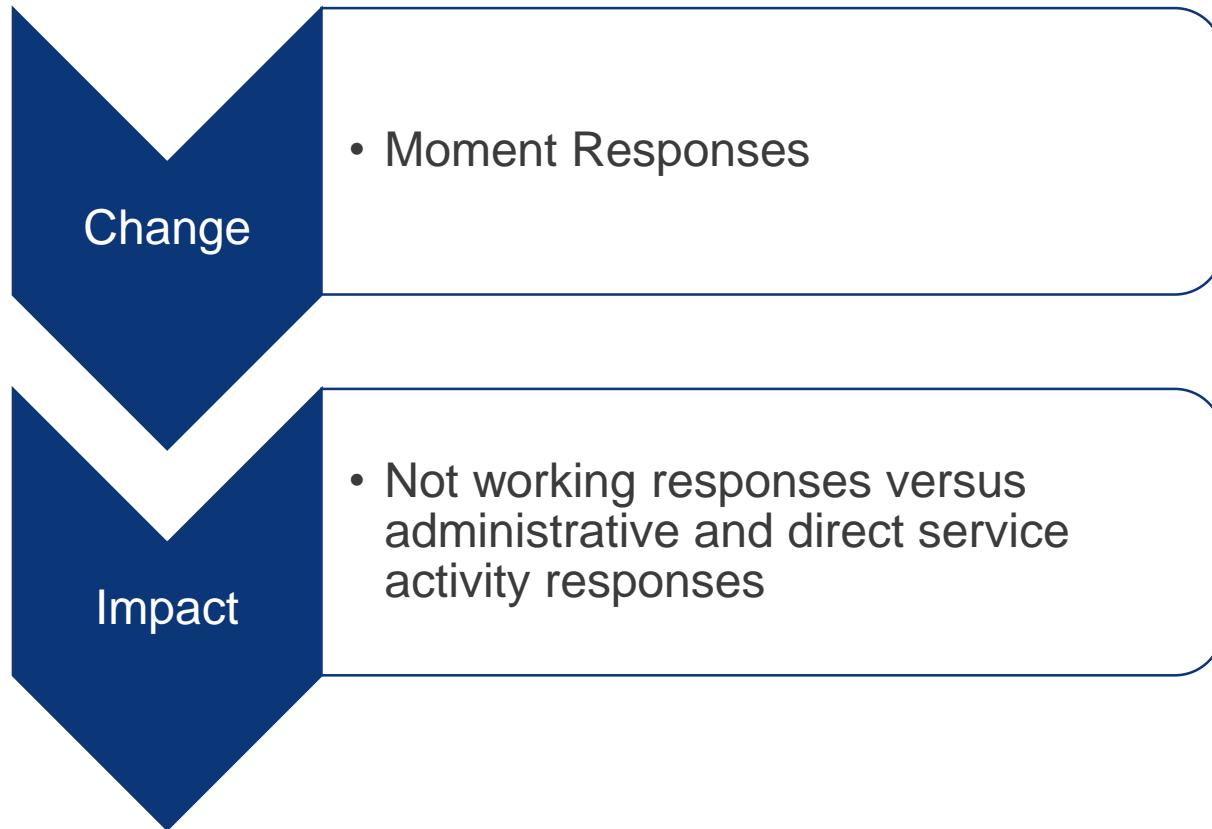| Reminders |
|---|
| Shifts (i.e. work schedules) should match the contracted time for your participants and should cover the biggest window of work time. |
| If your participants are working remotely to provide services (perform work they otherwise would in a physical building/office) they should be on your SPL and assigned a shift. |
| You cannot account for shift or work schedule changes that occur in the middle of the quarter. |
| If you don't know participants schedules when certifying shifts use the hours in their contract. |
| A participant can only be assigned to a single shift. |
| You can create multiple shifts to account for varying schedules. |

Change

- Moment Responses

Impact

- Not working responses versus administrative and direct service activity responses

- ➢ Participants **still need to complete moments as soon as possible**.
- ➢ System-generated email reminders will continue during any school closure days.

Participants in a district who are working
- ➢ No Change

Participants in a district who are not Working
- ➢ For assigned moments during school closures, participants should complete their moment by:
  - Choosing the **"No, I was not working"** choice and if it was a **paid or unpaid** day off.

Medicaid Administrative Claiming

Change

- UICR

With

Application of the Unrestricted Indirect Cost Rate (UICR)

Direct Service Providers	$	46,187
Administrative Only Providers	$	38,524
Gross Claim Subtotal 1	$	84,712
Indirect Cost Rate (x 27.21%)	$	23,050
Total Gross Claim Amount	$	107,762
Federal Financial Participation (FFP) Rate		x 50%
Total Net Claim Subtotal		**$53,881**

50% PA State Share (unreimbursed)

$26,940

50% District Share

$26,940

-$500 Processing Fee

Claim: $26,440.60

Impact

- No change

Without

Application of the Unrestricted Indirect Cost Rate (UICR)

Direct Service Providers	$	46,187
Administrative Only Providers	$	38,524
Gross Claim Subtotal 1	$	84,712
Indirect Cost Rate (x 0%)	$	0
Total Gross Claim Amount	$	84,712
Federal Financial Participation (FFP) Rate		x 50%
Total Net Claim Subtotal		**$42,356**

50% PA State Share (unreimbursed)

$21,178

50% District Share

$21,178

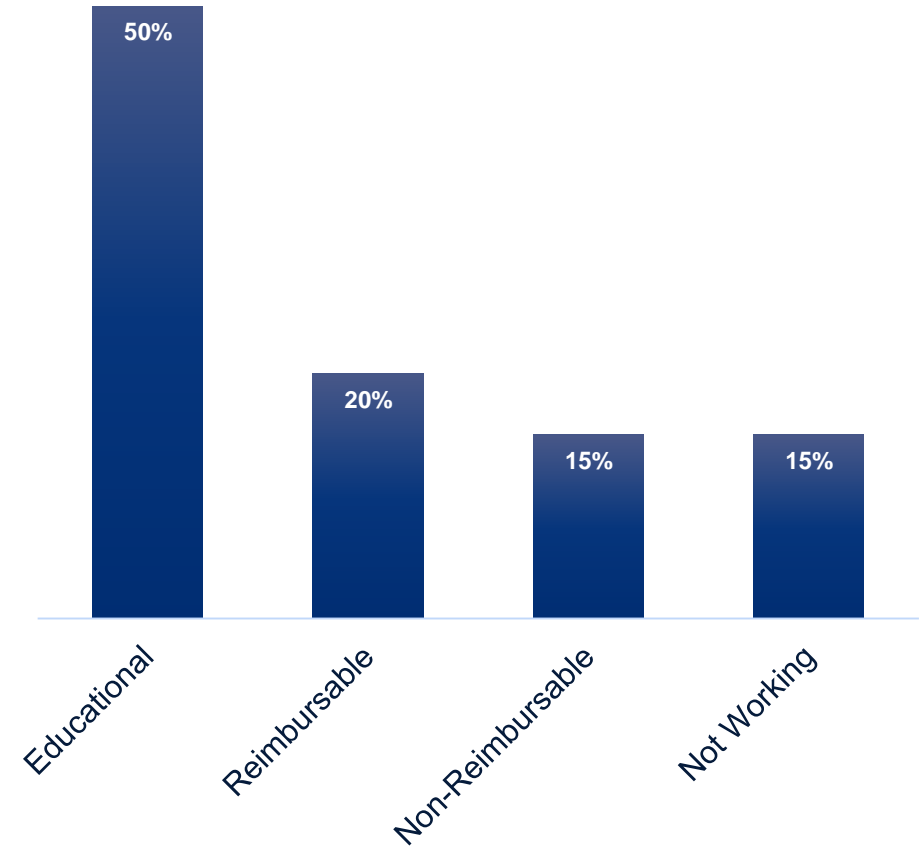-$500 Processing Fee

Claim: $20,678.60

Change

• No or incomplete Moment Responses

Impact

• Decrease in reimbursement

Moment Responses

Category	Percentage
Educational	50%
Reimbursable	20%
Non-Reimbursable	15%
Not Working	15%

Questions

Lot 1 Contractor – Public Consulting Group (PCG)

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Solutions that Matter