

Agreement for Medicaid Consultation and Billing

April 9, 2019

SUMMARY:

This item requests continued approval of an Agreement for Medicaid Consultation and Billing with Maine State Billing (MSB) Medicaid to Schools.

PREVIOUS BOARD ACTION:

The Board approved the use of this vendor in Fall 2015.

BACKGROUND INFORMATION:

- In Spring of 2015, a task force comprised of the Special Education Leadership Team (SELT), Debbie Monschke and Cathi Robbins received presentations from Maine State Billing (MSB) Medicaid to Schools and Texas Association of School Boards (TASB) Special Education Solutions. The services and projected revenues for the current vendor (Houston ISD), MSB and TASB were considered.
- The District has utilized MSB for Medicaid billing and documentation for the implementation of services beginning in October 2015.

SIGNIFICANT ISSUES:

Continuing this agreement will assist the District in maximizing revenues for billable Medicaid services. The targeted, laser-focus support and technical assistance from a vendor will continue to assist the District in increasing Medicaid revenue. To ensure service providers consistent participation in submission of services, it is required that we closely monitor weekly billing entries of services provided. Currently, the Department of Special Education does not have personnel knowledgeable of the Medicaid process to dedicate to this daily, time-consuming responsibility. The Department of Special Education continues to be concerned with documenting the implementation of special education services. The MSB tool, X-logs, provides a consistent and a comprehensive method to document the implementation of special education services provided by each service-provider (para-professional, teachers, speech language pathologists, related services personnel, and nurses).

FISCAL IMPLICATIONS:

Interim Billing (Revenue)

2014-2015 (Previous Vendor)	\$ 585,568
2015-2016 (MSB)	\$1,243,795
2016-2017 (MSB)	\$1,472,987
2017-2018 (MSB)	\$1,460,905
2018-2019 (MSB)	Projections to exceed \$1,500,000

All costs for MSB are borne by revenue generated by the School Health and Related Services (SHARS) Medicaid billing program. The Administrative Fee is paid for all reimbursements received through the Medicaid to Schools program. This includes Interim reimbursements, Cost Settlements, Medicaid Administrative Claiming (MAC). Administrative costs over the last two years are:

- 2016-2017 - \$291,431
- 2017-2018 - \$292,830

BENEFIT OF ACTION:

The District will continue to be provided the intensive, laser-focused support to maximize the reimbursement for services billable to Medicaid. MSB is responsible for management of MAC enrollment as well as MAC financial certification. They manage the training certifications for Cost Reporting, Random Moment Time Student Participant List and MAC. MSB processes all Medicaid claims, as well as tracking the reconciliation of all claims. They completely management the annual Cost Reporting Process. Onsite support and training will continue to be provided for all new employees, update training will be provided annually to service providers, monthly on-site

session to re-train and assist staff with data entry, MSB personnel will monitor the entry of billable services of all eligible practitioners, contact individuals who have not entered billable services, re-train District personnel to ensure competency in their skill and ability to enter billable services. A web-based consistent approach and tool for documenting services will continue to be implemented for all self-contained classrooms. Implementation for other teachers will occur. Paper records will be minimized. The District has the ability to retrieve documentation in the event of Federal/State audits.

OTHER COMMENTS:

The options for Supervisors to generate meaningful reports as they pertain to caseloads and documentation of services by providers is a feature that is invaluable to the Department. This feature will continue to enhance the department's ability to ensure compliance.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent is in agreement with the recommendation of the Executive Director of Special Education to continue with the Medicaid billing agent to MSB.

STAFF PERSONS RESPONSIBLE:

Debbie G. Roybal, Executive Director of Special Education

ATTACHMENTS:

- Contract
- Cost Comparison
- Medicaid Program Descriptions

APPROVAL:

Signature of Staff Member Proposing Recommendation: _____

Comments: _____

Signature of Divisional Assistant Superintendent: _____

Comments: _____

Signature of Superintendent: _____

Comments: _____