

Medicaid Administrative Claiming for School Districts

Overview

Some of Washington's most vulnerable residents experience difficulty accessing needed health care. Government agencies including School Districts (SDs) provide many services to children and families on a daily basis ensuring their overall well-being.

The Health Care Authority (HCA) participates in a federal reimbursement program that allows HCA to contract with SDs to reimburse them a portion of their expenses for performing administrative activities that support the goals of the Medicaid State Plan. SD staff participate in a Random Moment Time Study (RMTS) to determine what percentage of their time is spent performing reimbursable activities such as outreach, application assistance, and referring students/families to needed healthcare services.

Examples of some of these activities include:

- A school nurse explains to a parent how Apple Health could help their daughter get better access to a specialty doctor.
- A school principal attended a training provided by a local medical provider on the process for referring Medicaid eligible students for well-child exams.
- An elementary school teacher informed the parents of a new student about Apple Health services and encouraged them to apply.

SD staff eligible to participate in MAC

Examples of approved job positions include, but are not limited to:

- ♦ Elementary/Secondary Principal
- ♦ Office/Clerical Staff
- ♦ School Administrator
- ♦ Counselor/Social Worker/Nurse
- ♦ Physical/Occupational Therapist
- ♦ Speech-Language Pathologist/Audiologist
- ♦ Teacher/Paraprofessional

Participation process

- Participating SDs use a web-based random moment time study/claiming system.
- Participating SD staff receive emails (moment) when selected to describe a 1-minute interval of their workday. The moment is four short questions with pre-defined answers followed by a narrative detailing the specifics of the activity.
- The typical time it takes to respond to a moment is 1-2 minutes.
- Participants have up to five working days to respond to their moment.

Claiming process

- When the fiscal quarter ends, the time study determines the percentage of staff time statewide spent performing reimbursable activities.
- Each district loads their eligible MAC expenses (participant salary and benefits) in the RMTS system.
- The time study results reduce expenses to only reimbursable activity expenses.
- The system reduces reimbursable activity expenses to account for only a district's Medicaid enrolled student population (MER).
- To account for quarterly indirect costs, the system adds the district's indirect cost rate into the claim.
- The Federal Financial Participation (FFP) for the MAC program is 50%. Below is an example claim.

Quarterly expenses	\$1,000,000=	\$1,000,000
RMTS Results	10% x \$1,000,000=	\$100,000
MER	30% x \$100,000=	\$30,000
Indirect Cost Rate	10% x \$30,000=	\$3,000
Total Computable	\$30,000 + \$3,000=	\$33,000
FFP	50% x \$33,000=	\$16,500
Quarterly Claim		\$16,500

(Continued on next page)

Examples of MAC Reimbursement

Districts that participate in MAC can receive potential revenue for their general funds. The below table displays actual MAC reimbursements paid to school districts.

School	Student Population	Participating Staff	Medicaid Eligibility Rate*	Quarterly Reimbursement
School A	194	16	54.12%	\$2,130.51
School B	7,290	242	14.53%	\$13,551.36
School C	2,436	158	36.37%	\$17,398.02
School D	10,132	498	25.05%	\$45,792.39

**Medicaid Eligibility Rate – Percent of student population enrolled in Medicaid versus the entire student population*

For additional information about HCA's School MAC program, please contact:

Jonathan Rush

School District MAC Program Manager

360-725-1842

jonathan.rush@hca.wa.gov

<https://www.hca.wa.gov/billers-providers/programs-and-services/public-school-districts>