



Welcome to School District MAC

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Today's Objectives

- Discuss IT specifications
- Review year one timeline
- Identify MAC resources
- Review best practices
 - Calendaring
 - Change of Status
 - Moment Responses
 - Reports
- Share info on SBHS program
- Ask questions & receive answers

IT Specifications

- Technology requirements to ensure the time study system can run properly.
- Provide to your IT department early
- Link to current IT Specifications:

<https://www.hca.wa.gov/assets/billers-and-providers/tech-notes-system-requirements18.pdf>

Year One Timeline

2018 Quarter 1 – July 2017 → Sept 2017



9/8/17 – Finalize 2018 Quarter 2 participant list and calendaring was due



Week of 9/25 – New participants receive welcome emails (online training)

2018 Quarter 2 – Oct 2017 → Dec 2017



10/1/17 – Begin participating in the time study



12/8/17 – Finalize 2018 Quarter 3 participant list and calendaring



12/31/17 – 2018 Quarter 2 ends (gather salary/benefit information)

Year One Timeline

2018 Quarter 3 – Jan 2018 → Mar 2018



1/1/18 – 2018 Quarter 3 participation begins



3/9/18 – Finalize 2018 Quarter 4 participant list and calendaring



3/31/18 – 2018 Quarter 3 ends (gather salary/benefit information)

2018 Quarter 4 – Apr 2018 → June 2018



4/1/18 – 2018 Quarter 4 participation begins



4/30/18 – 2018 Quarter 2 claiming due



6/30/18 – 2018 Quarter 4 ends (gather salary/benefit information)

MAC Resources

- Coordinator's Manual
 - Program Manual
 - Participant Management Guide (page 17)
 - Calendar Management Guide (page 30/31)
 - Claiming Guide (page 49)
- 2018 Coordinator Calendar/List
 - Important Dates
 - Based on 2018 SFY
- Participant Quick Guide
- Videos – Answer a moment, online training, password reset

Best Practice - Calendaring

School District

Set common days off (holidays, breaks, etc.) that apply to all employees. Template for Work Schedule calendars.

Administrative Claiming	Calendars	Work Schedule
Calendar	School District	
File Extract	Search Criteria	
Reports	School District	
Online Training	Abc School District	
	Fiscal Year	

Work Schedule

Applies only to employees working a specific schedule. Set shift start and end times (7am – 2pm, 8am – 4pm, etc.). Set work week (M - Th; M,W,F; etc.)

Calendars	Work Schedule	Health Personnel
School District		
Search Criteria		
School District		Work Schedule
Abc School District		Select One
Fiscal Year		Select One
2016	Show Calendar	Administration (07/01/2015-)
		Full Time Elementary (07/01/2015-)
		Full Time MHS (07/01/2015-)
		Mon Wed Fri (07/01/2015-)

*Note: Once Work Schedule calendars are created, any changes made to the school district calendar will not carry over to the work schedule calendars.

Best Practice – Change of Status

Submit a Change of Status (CoS) when a participant is out for five (or more) consecutive working days.

Change in Employment Status

Funding Change
New Job Position
Other

Termination

Retired
Terminated
Other

Leave of Absence

Maternity/Paternity Leave
Medical Leave
Military Leave
Vacation
Other

Do not submit
a CoS due to
calendaring
errors.

No CoS if a
participant
wants to drop
out mid-quarter

Best Practice – Moment Responses

Common activities with predefined responses:

General supervision of children

Teaching a class

Time off

Narrative – To briefly sum up activity and provide additional relevant details.

Best Practice – Reports



RMTS Health Personnel Moment Not Completed Report



RMTS Health Personnel Moments Questions & Answers Report



RMTS Compliance Report



Claim Summary Report

Reports are a MAC Coordinator's best friend.
Use them often!

What is School-Based Health Care Services (SBHS)?

The School-Based Health Care Services (SBHS) Program is an optional Medicaid program which reimburses contracted school districts and ESDs for providing IDEA Part B and Part C health-related services to students with IEPs and IFSPs. Services must be:

- Medically necessary
- Prescribed or recommended by a physician or other licensed health care provider operating within the provider's scope of practice under state law
- Included in the student's IEP or IFSP
- Provided in a school setting or via telemedicine if provided by a provider at a distant site
- Provided by WA State DOH licensed providers

School districts are allowed to receive Medicaid reimbursement per section 1903(c) and 1905(a) of the Social Security Act and the Individuals with Disabilities in Education Act (IDEA).

SBHS Covered Services

- Evaluations and re-evaluations to determine if a child needs early intervention or special education related services
- Health-care related services included in the child's IEP or IFSP limited to:
 - Audiology services
 - Counseling/mental health services
 - Nursing services
 - Occupational therapy services
 - Physical therapy services
 - Psychological assessments
 - Speech-language therapy services

SBHS Qualified Providers

- Audiologist
- Licensed independent clinical social worker
- Licensed advanced social worker
- Licensed mental health counselor
- Licensed mental health counselor associate
- Registered nurse
- Licensed practical nurse
- Occupational therapist
- Occupational therapy assistant
- Physical therapist
- Physical therapy assistant
- Speech language pathologist
- Speech language pathology assistant
- Licensed psychologist

More SBHS Information

Website:

<http://www.hca.wa.gov/billers-providers/programs-and-services/school-based-health-care-services-sbhs>

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Questions?

HCA MAC program website:

<https://www.hca.wa.gov/billers-providers/programs-and-services/medicaid-administrative-claiming-mac>

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