

# **OHCA SCHOOL BASED IEP SERVICES**

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# DISCLAIMER

- This presentation is intended to serve as a reference guide. Policy is current as of November 2020.
- A copy of the applicable policies and rules can be obtained from the OHCA website at [www.okhca.org/policies-and-rules](http://www.okhca.org/policies-and-rules).
- All providers are responsible for ensuring compliance with current state/federal Medicaid policies pertaining to the services rendered.

# AGENDA

- School Based Overview
  - Billing and payment
  - IEP/Plan of care
  - Evaluations
  - Covered services and eligible providers
  - Documentation
- Helpful numbers and resources
- Questions

# **SCHOOL BASED OVERVIEW**

# BILLING

- SoonerCare contracted schools or co-ops that are charged as the overseer of the student during the school day providing medically necessary services pursuant to the Individual Education Program (IEP).
- School based services are sufficiently supported by medical records and/or other documentation.
- Include TM modifier with place of service (03) and any other additional modifiers needed.

# PAYMENT

- School Based Fee-for-service (fee schedule).
- State share for Federal Fiscal Year (FFY) 2021-
  - Oct. 1, 2020 through Sept. 30, 2021 = 32.01%.
  - During Covid-19 public health emergency  
Oct. 1, 2020 through Jan. 31, 2021 = 25.81% and may be extended.
- Invoicing for state share will be sent to the OHCA contracted school every quarter and payable within 45 days of invoice.

# IEP/PLAN OF CARE

- An IEP and all relevant supporting documentation serves as the plan of care.
- Complete, signed and current IEP annually.
- Only medically necessary services are billable to the Oklahoma Health Care Authority.

# IEP

- Documentation establishing sufficient notification to a member's parents and receipt of adequate, written consent from them, prior to accessing a member's or parent's public benefits or insurance for the first time, and annually thereafter, in accordance with IDEA regs 34 C.F.R. 300.154.
- Annual updated evaluation including script (order).
- Parent and providers' signatures and credentials authenticated in IEP.



# IEP

- The plan of care; the IEP and all relevant supporting documentation shall serve as the prior medical authorization.
  - Exception: personal care services
- Occupational and speech therapist are recognized as Practitioner of the Healing Arts. They can provide the prescription (order).
- Physical therapy requires a dated prescription (order) from the member's physician annually per ruling by Oklahoma Attorney General's office.

# IEP

Must contain:

- Type
- Frequency
- Duration
- Place of service
- Measurable goals

# EVALUATIONS

- Medical documentation that supports the diagnosis and need for evaluation.
- Practitioner of the healing arts/treating physician (order).
- Members strengths, needs and interests.
- Recommended interventions for identified needs (include outcomes and goals).
- Recommended units and frequency of services.
- Dated signature and credentials of professional completing the evaluation.

# RE-EVALUATIONS

- Supporting documentation.
- Date of re-evaluation.
- Age of child.
- Testing or retesting.
- Prior and present level of delay.
- Expected and anticipated outcome.
- Measurable goals.
- Specific planned interventions.
- Signature and credentials of provider.

# COVERED SERVICES

- Speech and language therapy.
- Occupational therapy.
- Physical therapy.
- Psychological testing.
- Psychotherapy counseling.
- Nursing.
- Personal care (requires prior authorization).
- Hearing and vision.
- Assistive technology.

# THERAPY SERVICES

- Eligible Providers
  - OK state licensed
  - OHCA contracted provider
- Speech language pathologist (SLP)
- Occupational therapist (OT)
- Physical therapist (PT)

# PSYCHOLOGICAL TESTING

- Eligible providers
  - OK state licensed psychologist
  - Oklahoma State Department of Education(OSDE)-certified school psychologist (must be employee of district)
  - OHCA contracted provider
- Testing includes both face-to-face time with patient, time interpreting test results and preparing report.

# PSYCHOTHERAPY SERVICES

- Eligible Providers
  - OK state licensed psychologist.
  - OSDE-certified school psychologist (must be employed by district).
  - OK state licensed LPC, LCSW, LMFT, LBP.
  - Under supervision must also have master's degree and be under active supervision approved by licensing board.



# NURSING SERVICES

- Oklahoma licensed Registered Nurse (RN) or Licensed Practical Nurse (LPN) (under RN supervision).
- Health encounter (assessment for developing nurse care plan).
- Nursing assessment — Acute episodic care.
- Nursing services — Chronic conditions requiring nurse care plan (requires physicians orders).
- Vision screening.
- Hearing screening (use of calibrated electronic equipment).

# PERSONAL CARE SERVICES

## Eligible providers

- OHCA contracted providers as a school based paraprofessional.
- Registered paraprofessionals that have completed training approved or provided by OSDE, or personal care assistants, including RN's or LPNs, who have completed on-the-job training specific to their duties.
- Tube feeding of any type may only be reimbursed if provided by a RN or LPN.
- Catheter insertion and Catheter/Ostomy care may only be reimbursed when done by a RN or LPN.

# PERSONAL CARE SERVICES

- Examples of personal needs include, but are not limited to:
  - Toileting
  - Oral feeding
  - Positioning
  - Hygiene
- Supporting documentation.
- Assessment/evaluation must identify specific diagnosis and the needs or interventions that are medically necessary.
- Must be prior authorized by OHCA.

# DOCUMENTING SERVICES

- Overall, documentation should focus on the results or outcome.
- It paints a picture in words of the therapy session.
- Always report MM/DD/YY and record start/stop time of session.
- Signature of provider followed by credentials.

# PROGRESS NOTES

- Child's name and DOB
- Date of service (MM/DD/YY)
- Start and stop time of service
- Diagnosis
- Individual or group therapy

# PROGRESS NOTES

- Demonstrate the relationship of service with the medical goals and objectives.
- What was worked on with the child.
- Participation level of child and response.
- Identify plans for next session or change in treatment.
- Must be legible and signed with credentials.

# GROUP THERAPY

- No more than five members can be present during a group therapy session.
- Progress notes needs to be able to identify the participants for each group session.
- Rational that ties back to medically necessary goals must be documented.
- Service provider must sign daily progress notes.

# COMPLIANCE DOCUMENTATION

- Records kept for six years.
- Attendance records.
- Copy of provider credentials.
- Appropriate referrals/prescriptions.
- Appropriate supporting medical assessments/evaluations.
- Supporting treatment plan(s) IEP.
- Provider's progress notes of member's session.



# **HELPFUL NUMBERS AND RESOURCES**

# OHCA PROVIDER PORTAL

- Real-time response.
- Ability to print eligibility verification for student's record.
- Claims submission.
- Track prior procedure codes filed and paid.
- Prior authorization for personal care request.

# OSDE-EDPLAN

The screenshot displays the EdPlan web application interface. At the top, there is a navigation bar with the EdPlan logo and user information. Below this is a "Message of the Day" section with a scrollable message box. The main dashboard is divided into several sections:

- My Compliance:** A pie chart showing "Overall Compliance" with a red section and a green section.
- My Schools:** A list of 6 schools with red status indicators.
- My Reports:** A list of reports with dates ranging from 08/28/2019 to 08/11/2019.
- Students by Disability:** A bar chart showing student counts for various disability categories.
- Students by Placement:** A section indicating "No Data Available".
- Students by Service % of Day:** A bar chart showing service percentages for different categories.
- My Messages:** A section stating "You Have No New Messages".
- My Meetings:** A calendar view of upcoming meetings from August 29 to September 04.
- Documents:** A table listing uploaded documents with columns for ID, File Name, File Type Category, Date Uploaded, and Uploaded By.

ID	File Name	File Type Category	Date Uploaded	Uploaded By
4		Special Education	08/20/2019	Angela Kark
5		Special Education	08/16/2019	Isabel Luffas
35		Special Education	10/12/2018	Shawana S. Keane
38		Special Education	10/10/2018	Shawana S. Keane

# OSDE-EDPLAN

**Documents**

[Delete/Update Documents](#) [Upload File\(s\)](#) [Review the License Agreement](#)

Special Education | 504 | District | State | Help Links | SoonerCare (Medicaid-FFS)

Del	Pos	New Pos	File Type Category	Date Uploaded	Uploaded By	File Name
<input type="checkbox"/>	1	<input type="checkbox"/>	Help Links	08/23/2019		<a href="#">September EdPlan Webinar Schedule</a>
<input type="checkbox"/>	8	<input type="checkbox"/>	Help Links	08/06/2019		<a href="#">SpecialEd_Enrollment_FAQs_2019.pdf</a>
<input type="checkbox"/>	9	<input type="checkbox"/>	Help Links	07/26/2019		<a href="#">EDPlan_Summer_Updates_2019.pdf</a>
<input type="checkbox"/>	14	<input type="checkbox"/>	Help Links	08/11/2019		<a href="#">August EdPlan Webinar Schedule</a>
<input type="checkbox"/>	15	<input type="checkbox"/>	Help Links	07/30/2019		<a href="#">Goal_Progress_Monitoring_Guide_July_2019-0.pdf</a>

**Documents**

[Delete/Update Documents](#) [Upload File\(s\)](#) [Review the License Agreement](#)

Special Education | 504 | District | State | Help Links | SoonerCare (Medicaid-FFS)

Del	Pos	New Pos	File Type Category	Date Uploaded	Uploaded By	File Name
<input type="checkbox"/>	2	<input type="checkbox"/>	SoonerCare (Medicaid-FFS)	08/21/2019		<a href="#">OK_EDPlan_Medicaid_Logging_Goals.pdf</a>
<input type="checkbox"/>	39	<input type="checkbox"/>	SoonerCare (Medicaid-FFS)	10/04/2018		<a href="#">How to Approve Service Logs</a>
<input type="checkbox"/>	71	<input type="checkbox"/>	SoonerCare (Medicaid-FFS)	10/04/2018		<a href="#">Updating Credentials</a>
<input type="checkbox"/>	72	<input type="checkbox"/>	SoonerCare (Medicaid-FFS)	02/06/2018		<a href="#">Inpatient Physician's Auth for PT Services.pdf</a>

# RESOURCES

- OHCA public website
  - Visit [www.okhca.org/school-based-services](http://www.okhca.org/school-based-services).
- SoonerCare provider helpline
  - Call 800-522-0114, option 2, 1 for password reset (PIN expires after 90 days of inactivity).
- Register for OHCA Web Alerts at [www.okhca.org](http://www.okhca.org).

# CONTACTS

- To submit an OHCA training request or for questions on school based program policy, email [SoonerCareEducation@okhca.org](mailto:SoonerCareEducation@okhca.org).
- For help with electronic transactions,
  - Contact the EDI help desk at 800-522-0114, option 2, 2.

**QUESTIONS**



**OKLAHOMA**  
Health Care Authority

## GET IN TOUCH

4345 N. Lincoln Blvd.  
Oklahoma City, OK 73105

[okhca.org](http://okhca.org)  
[mysoonerhealth.org](http://mysoonerhealth.org)

Agency: 405-522-7300  
Helpline: 800-987-7767

