

# **OHCA SCHOOL- BASED IEP SERVICES**

Lana Brown, Provider Education Specialist

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# DISCLAIMER

- This presentation is intended to serve as a reference guide. Policy is current as of November 2021
- A copy of the applicable policies and rules can be obtained from the OHCA website at <https://oklahoma.gov/ohca/policies-and-rules/xpolicy.html>.
- All providers are responsible for ensuring compliance with current state/federal Medicaid policies pertaining to the services rendered

# AGENDA

- School-Based Overview
  - Contracting
  - Billing and payment
  - IEP/plan of care
  - Evaluations
  - Covered services and eligible providers
  - Documentation
- Portals
- Resources
- Questions

# **SCHOOL-BASED OVERVIEW**

# CONTRACTING

- School providers must submit a completed contract to OHCA.
  - Renews every four years
  - Rendering providers (appendix A)
- School providers must notify OHCA of all subcontractors performing IEP related evaluations and services in the school setting prior to services being rendered.

# 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 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) 2021/2022.
  - July 1, 2021 through Sept. 30, 2021 = 20.81%
  - Oct. 1, 2021 through Jan. 31, 2022 = 20.49%
- 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 therapists are recognized as Practitioners 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).
- Member's 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

- Therapy (physical, occupational, speech/language)
- 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)
- SLP therapy assistants and clinical fellows (SLPA and CFY)
- Occupational therapist (OT)
- Occupational therapy assistants (OTA)
- Physical therapist (PT)
- Physical therapy assistants (PTA)

# 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
  - 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

**PORTALS**

# **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

# OHCA PROVIDER PORTAL

The screenshot displays the Oklahoma Health Care Authority (OHCA) Provider Portal. At the top left is the OHCA logo. A navigation bar includes links for My Home, Eligibility, Claims, Prior Authorizations, Referrals, Files Exchange, Financial, Letters, Reports, and Resources. Below this is a search bar with options like Search Claims, Submit Claim Dental, etc. The main content area features a 'Broadcast Messages' section with a message about InterQual guidelines. On the left, a 'User Details' sidebar shows the user's name, Marsha Brady, and links to My Profile and Manage Accounts. A 'Provider' section is also visible. On the right, a 'Welcome Health Care Professional!' message is accompanied by a photo of a person writing, and three icons for Contact Us, Secure Correspondence, and Referrals.

Oklahoma Health Care Authority

My Home Eligibility Claims Prior Authorizations Referrals Files Exchange Financial Letters Reports Resources

Search Claims | Submit Claim Dental | Submit Claim Inst | Submit Claim Prof | Submit Claim Pharm | Search Payment History

[Contact Us](#) | [Logout](#)

My Home Monday 08/10/2020 12:15 PM CST

**Broadcast Messages**

InterQual guidelines began on Jan. 1, 2018. For details, refer to provider letter 2017-35, 2017-35 and global message dated Oct. 10, 2017 "Upcoming Changes to the Medical Authorization Prior Authorization Process", 2017 Global Messages. Home sleep studies codes 95800 and 95806 will also be opened for coverage for ages 21 and older through InterQual. The home sleep study must be:

1. Provided by a Sleep Diagnostic Testing Facility as defined in Oklahoma Statute 63-7200.3.6.
2. Be performed with a technically adequate device.

**User Details**

Welcome Marsha Brady

[My Profile](#)

[Manage Accounts](#)

**Provider**

Welcome Health Care Professional!

[Contact Us](#)

[Secure Correspondence](#)

[Referrals](#)

# OSDE ONLINE PORTAL-EDPLAN

The screenshot displays the EdPlan online portal interface. At the top, the EdPlan logo is visible along with navigation links for Students, My Docs, Reporting, Wizards, SmartBoard, Schools, School System, Users, Super User, and District Summary Data. A "Message of the Day" section contains a notification about the School Based Medicaid Services Participation Agreement for FY19-20. Below this are several data visualization widgets: "My Compliance" with a pie chart, "My Schools" listing 6 schools, "My Reports" with a list of reports, "Students by Disability", "Students by Placement", and "Students by Service % of Day". A "My Messages" section shows no new messages, and a "My Meetings" section lists upcoming meetings from August 29 to September 04. At the bottom, a "Documents" table lists uploaded files.

Del	File	New File	File Type Category	Date Uploaded	Uploaded By	File Name
<input type="checkbox"/>	4	<input type="checkbox"/>	Special Education	08/20/2019	Angela Kark	OSDE Notification of Meeting.pdf
<input type="checkbox"/>	5	<input type="checkbox"/>	Special Education	08/16/2019	Isabel Luffa	OSDE Parent Notification.pdf
<input type="checkbox"/>	35	<input type="checkbox"/>	Special Education	10/12/2018	Shawana S. Keane	HEPA Application -Effective 08/14/19
<input type="checkbox"/>	38	<input type="checkbox"/>	Special Education	10/10/2018	Shawana S. Keane	CAROL (MS) Revised.pdf

# OSDE ONLINE PORTAL-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

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- OHCA public website- [School Based Services Page](#)
- To submit an OHCA training request or for questions on school-based program policy, email [SoonerCareEducation@okhca.org](mailto:SoonerCareEducation@okhca.org)



# CONTRACTING RESOURCES

- Provider Contracts
  - 800-522-0114, option 5
  - [ProviderEnrollment@okhca.org](mailto:ProviderEnrollment@okhca.org)
- SoonerCare Provider Helpline
  - 800-522-0114, option 2, 1 for password reset

**QUESTIONS**



**OKLAHOMA**  
Health Care Authority

## GET IN TOUCH

4345 N. Lincoln Blvd.  
Oklahoma City, OK 73105

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

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

