

**Local Educational Agency (LEA) Medi-Cal Billing Option Program (BOP)
Advisory Workgroup (AWG) Meeting
June 7, 2017 Minutes**

Location: Natomas Unified School District (USD)

Attendees: Rick Record, SNFD; Cheryl Ward, SNFD; Dmitry Terlesky, SNFD; Stephanie Magee, SNFD; Etta Gross, A&I Financial Audits Branch (FAB); Renzo Bernales, California Department of Education (CDE); Andrea Pederson, Navigant Consulting (NCI); Dennis Finnegan, Navigant Consulting; Marna Metcalf, Navigant Consulting; Alest Walker, California School Board Assoc; Amanda Dickey, CCSESA; Ana Santa, Lake COE; Andrea Coleman, LAUSD; Aurelei Alvarez, LACOE; Carolyn Nunes, San Diego COE; Cathy Bennett, Sacramento City USD; Cristina Giullen, Napa Valley USD; Christine Wilhite, Butte COE; Coreen DeLeon, Glenn COE; Craig Chilson, Stockton USD; Cynthia Dickinson, Santa Rosa Junior College; Debbi Connor, Mendocino COE; Debbie Wood, Bakersfield City SD; Elizabeth McAnnally, Willaim Hart UHSD; Francisca Montes, Manteca USD; Helen Frederickson, Palmdale SD; Jackie Swords, Lancaster SD; Janice Holden, Stanislaus COE; Jennifer Wood-Slayton, Lamont SD; Jeremy Ford, Oakland USD; Jodi Allen, Dry Creek Joint Elementary SD; Julie Ferebee, Palmdale SD; Karol Castillo, Folsom Cordova USD; Kelly Earls, Bakersfield City SD; Laura Missimer, San Joaquin COE; Laurie Lane, Winters JUSD ; Leslie Agostini, Manteca USD; Linda Torres, Natomas USD; Lisa Eisenberg, Calif School-Based Health Alliance; Margaret Roux, Kern County; Margarita Bobe, LAUSD; Maricela Martin, San Bernardino County; Marta Cuevas-Ortega, Galt Joint Union ESD; McKenzie Paolmino, San Joaquin COE; Melissa Locketz, Rocklin USD; Melissa Locketz, Rocklin USD; Melissa Nguyen, San Diego COE; Michelle Cowart, Contra Costa COE; Natasha Slivkoff, Bakersfield City School District; Nicole Wells, Lakeport USD; Octavio Castelo, LA COE; Patrice Breslow, San Diego USD; Randy Nakamura, Hayward USD; Rebecca Santos, EGUSD; Rebekah Smith, San Bernadino Co Sup of Schools; Rosalee Hormuth, Orange County COE; Sharon Battaglia, Sonoma COE; Tammy Jones, Ventura COE; Wendi Yamabe, Saugus Union SD; Yvette Huerta, Adelanto Elementary SD.

Handouts

Each participant was e-mailed an electronic copy of the following: June AWG Meeting Agenda; June Department of Health Care Services (DHCS) Status Update Summary; Targeted Case Management (TCM) Discussion Points; April 2017 AWG Meeting Minutes.

Purpose

The meeting was convened by DHCS. DHCS welcomed all participants to the meeting and briefly reviewed the purpose of the AWG, which is to improve the LEA BOP. The emphasis of the meeting is to strategize various goals and activities aimed at enhancing the Medi-Cal services provided on school sites and access by students to these services, while increasing federal reimbursement to LEAs for the cost of providing these services.

**Local Educational Agency (LEA) Medi-Cal Billing Option Program (BOP)
Advisory Workgroup (AWG) Meeting
June 7, 2017 Minutes**

Review of Meeting Minutes

The AWG reviewed the April meeting minutes. One attendee stated that a link to the Continuum of Care Reform website was broken. The link was working for attendees at the meeting; however, CDE stated that those interested can go to the California Department of Social Services website (<http://www.cdss.ca.gov/>) and search for 'Continuum of Care.' Another attendee commented on the April minutes, stating that the session at the end of the April meeting was a group discussion and not a breakout of smaller groups. The April minutes will be adjusted to reflect these changes and posted on the LEA BOP website.

California Department of Education (CDE), Special Education Division Updates

- On Thursday May 11, 2017, the State Superintendent of Public Instruction, Tom Torlakson, sent a press release, [REL#17-37](#), announcing that a letter was sent to Senators Lamar Alexander (R-Tennessee) and Patty Murray (D-Washington) opposing changes proposed by the United States House of Representatives in the American Health Care Act. The proposed legislation could endanger Medicaid funding for school based health services.

DHCS Audits & Investigations Updates (A&I) – Financial Audit Branch

- A&I provided an update on the status of the Cost and Reimbursement Comparison Schedule (CRCS) audits by Fiscal Year End (FYE) date:
 - FYE 2012 – All but 1 audit have been completed; A&I has issued over 375 audits.
 - FYE 2013 – Most audits have been completed.
 - FYE 2014/2015 – About half the minimal audits have been completed, but not issued.
 - Approximately 50 CRCS reports are pending for FYE 2015.
- An attendee asked about the file size requirements when submitting the CRCS and the ability to send this across two different emails, which could result in the LEA being on 100% withhold. FAB asked the LEA to email them directly and they would assist with reconciling this issue.

DHCS Safety Net Financing Division (SNFD) Status Updates

- **FY 2016-17 Annual Report (AR) (due November 30, 2017)**
 - All participating LEAs must submit the fiscal year (FY) 2016-17 AR for FY 2017-18 which will be published on the LEA website in July 2017.
 - No significant changes were made to the template this year.

**Local Educational Agency (LEA) Medi-Cal Billing Option Program (BOP)
Advisory Workgroup (AWG) Meeting
June 7, 2017 Minutes**

- **Evergreen Provider Participation Agreement (PPA)**
 - Currently enrolled LEAs are not required to resubmit a PPA or Data Use Agreement (DUA) in FY 2017-18.
 - Minor updates were made to the PPA, which will be published on the LEA BOP website in July 2017. A LEA asked SNFD what the PPA changes are and DHCS responded that the changes are very minor and a summary of those changes will be sent to the requestor. (Note that the PPA changes included updating dates and minor edits to item number 23 regarding providers and subcontractors.)
 - A LEA asked about the status of the DUA changes. DHCS stated that the current DUA for the LEA BOP is still in effect until December 2018, and after that there may be a revision to the DUA to include SMAA for the data match. SMAA has a DUA workgroup, and the LEA BOP continues to operate under the current DUA until it expires. DHCS is currently looking at how to combine needs of both programs into one DUA.

- **CRCS and Certification of Zero Reimbursements Update**
 - FY 2014-15: As of June 2, 2017, A&I accepted 557 submissions.
 - 534 DHCS Form 2437 - *Medi-Cal Cost and Reimbursement Comparison Schedule*
 - 23 DHCS Form 2437a - *Certification of Zero Reimbursements for LEA Services*
 - Delinquent CRCS Reports: A total of 56 LEAs are on 100% withhold.
 - 73 for FY 2014-15 (\$9,931,221.01 total reimbursements received)
 - Includes 29 for FY 2014-15 with minor submission errors
 - 6 for FY 2013-14 (\$21,898.85 total reimbursements received)
 - 3 for FY 2012-13 (\$103.75 total reimbursements received)
 - 1 for FY 2011-12 (\$7,966.96 total reimbursements received)
 - 1 for FY 2009-10 (\$12,345.27 total reimbursements received)

- **LEA Website Updates and E-blasts**
 - E-blast May 3, 2017: FY 14-15 Annual Accounting of Funds; June 2013 – June 2015 Report to Legislature; Fall Training Frequently Asked Questions (FAQs) Update; Toolbox Update; AWG Minutes; Random Moment Time Survey (RMTS) IAG Summary
 - E-blast May 12, 2017: 92507 and 92508 Claims Update
 - E-blast June 1, 2017: Third Party Liability Recoupment

- **Annual Accounting of Funds Summary Report for FY 2014-15**
 - In April 2017, DHCS posted the finalized [Annual Accounting of Funds Summary Report for FY 2014-15](#) on the LEA BOP website under *Claims Processing*.

**Local Educational Agency (LEA) Medi-Cal Billing Option Program (BOP)
Advisory Workgroup (AWG) Meeting
June 7, 2017 Minutes**

- A LEA asked if this report included under or over payments. DHCS stated that the Annual Accounting of Funds is a summary report that includes what was collected and expended during the fiscal year. The Fair Share Reimbursement Report includes the detail of overpayments and underpayments by LEA for the respective fiscal year.
- DHCS mentioned that the difference between the CRCS reported interim reimbursements and the CRCS reimbursements after audit would be reviewed at the August AWG meeting.

- **Fair Share Reimbursement/Collections for FY 2014-15**
 - DHCS has completed calculations for the FY 2014-15 Fair Share Reimbursements/Collections and is drafting an Operating Instruction Letter (OIL) instructing the fiscal intermediary to:
 - Refund \$2,254,297 to LEAs over-collected for the A&I and NCI withholds in FY 2014-15, including a reconciliation of the 1% Administrative withhold due to Remittance Advice Details (RADs) 710, 728 and 769 (cost settlement, other than cost settlement and Electronic Health Records)
 - Collect via offset \$79,467 from LEAs that were under-collected for the A&I and NCI withhold in FY 2014-15 or were under-collected due to not being assessed the 1% Administrative withhold in FY 2014-15.
 - Note that the 2.5 percent A&I and NCI withhold was reduced to 1.5 percent in March 2016 and will be reflected in FY 2015-16 Fair Share/Reimbursements calculations.
 - DHCS does not have an estimated completion date as to when these refunds/collections will be processed with Conduent, but they are currently in process.
 - A LEA asked if they would receive notification prior to these being processed. DHCS stated there will be an e-blast announcing when the refunds/collections have been processed and LEAs can track the payments through two RAD codes. The RAD codes will be published in the e-blast.
 - A LEA asked if the over/under payment is on one RAD. DHCS stated that reimbursement will be on one RAD/warrant date.

- **FY 2016-17 Rate Inflation**
 - The annual rate inflation adjustment based on the Implicit Price Deflator has been calculated at 1.73% for FY 2016-17.
 - DHCS is preparing an OIL to update the LEA rate table with inflated reimbursement rates for FY 2016-17 LEA services.

**Local Educational Agency (LEA) Medi-Cal Billing Option Program (BOP)
Advisory Workgroup (AWG) Meeting
June 7, 2017 Minutes**

- Once the OIL is implemented an Erroneous Payment Correction (EPC) will be initiated to reprocess claims submitted by LEAs for Date of Service (DOS) July 1, 2016 through June 30, 2017, using updated reimbursement rates for LEA services.
- A LEA asked when this will take place; DHCS stated this will take place after the speech EPCs (#37517 and #38960, see below for details on these EPCs) are completed, which will most likely be in the Fall.
- **Erroneous Payment Correction (EPC) 37517**
 - During implementation of “Termination of SLP CPT Code 92506; Implementation of CPT Codes 92521-24 and 92557” there were erroneous claims denials of the new CPT codes for claims with DOS July 1, 2016 forward.
 - Conduent, Inc. fixed the issue October 28, 2016.
 - EPC 37517 to reprocess the erroneously denied claims is scheduled to be implemented in July 2017.
- **EPC 38960**
 - During implementation of “*Termination of SLP CPT Code 92506; Implementation of CPT Codes 92521-24 and 92557*” there were erroneous claim denials of CPT Codes 92507 and 92508 for claims with DOS prior to July 1, 2016.
 - Conduent, Inc. fixed the issue April 13, 2017.
 - EPC 38960 is to reprocess the erroneously denied claims and is estimated to be implemented in September 2017, and reimburse LEAs approximately \$3.4 to \$3.9 million.
- **EPC 39281**
 - During implementation of “Termination of SLP CPT Code 92506; Implementation of CPT Codes 92521-24 and 92557” there were erroneous claims denials of some of the newly implemented speech therapy codes, due to Other Health Coverage.
 - This EPC will be implemented after EPCs 37517 and 38960.
 - The tentative implementation date is November 2017.
- **LEA Eligibility Data Match**
 - DHCS is in the process of reviewing the business needs for the data match process as it relates to the LEA BOP and other Medi-Cal programs to determine eligible vs ineligible aid codes. This may require updating the aid code table since the last update was in 2009. More definitive information will be provided as soon as it becomes available.

**Local Educational Agency (LEA) Medi-Cal Billing Option Program (BOP)
Advisory Workgroup (AWG) Meeting
June 7, 2017 Minutes**

- **Last Check-write of Fiscal Year (FY)**
 - Conduent will not process any payments during the last two weeks of the fiscal year and will resume payments during the first check-write of FY 2017-18.
 - June 12, 2017 will be the last check-write prior to July 1, 2017.

- **Third Party Liability Recoupment**
 - DHCS issued follow-up guidance to LEAs via June 1, 2017 e-blast.
 - To assist LEAs in informing parents and guardians of Medi-Cal eligible students on the DHCS policies regarding third party liability recoupment and other health coverage, DHCS recommends forwarding the relevant portion of the existing DHCS publication: **Medi-Cal - What It Means To You**, specifically item 12: **Private Health Insurance and Medi-Cal**.

- **Audit Issues**
 - SNFD, A&I FAB and the Medical Review Branch (MRB) held a quarterly meeting June 2, 2017. This meeting included a general discussion on trends and audit findings, which have remained consistent with prior audit findings. The information on common audit findings will be included in future training materials.

- **Transportation Policy**
 - SNFD is in the process of updating the Transportation Guide and Training Slides to reflect *Specialized Medical Transportation provided in a specially adapted vehicle or vehicle that contains specialized equipment, including but not limited to lifts, ramps, or restraints, to accommodate the LEA eligible beneficiary's disability.*
 - Next, SNFD will update the LEA Provider Manual Transportation section and will publish a revised Policy and Procedure Letter
 - DHCS reminded the LEAs that they need to follow the specialized transportation service regulations and the disability needs to necessitate the restraint. For example, a child needing a car seat restraint solely because of their age would not qualify for specialized medical transportation services as the disability needs to necessitate the restraint. Similarly, a standard car seat purchased at retail that does not accommodate the child's disability does not meet the standard of being specialized or adapted.
 - A LEA asked, if the Transportation Guide can be used as a supporting document for an audit? DHCS responded yes, it can be used as support for an audit until the Provider Manual is published. DHCS noted that the Provider Manual will have the same requirements as the Guide, it just takes longer to get the Provider Manual updates approved.

**Local Educational Agency (LEA) Medi-Cal Billing Option Program (BOP)
Advisory Workgroup (AWG) Meeting
June 7, 2017 Minutes**

- DHCS reminded the LEAs to collect back-up documentation for transportation services, since the future CRCS for State Plan Amendment (SPA) 15-021 will reconcile transportation costs, depreciation, and other related transportation costs that are not currently being captured in the CRCS.
- A LEA stated that there was some confusion about billing for miles when there are multiple stops on the trip when they reviewed the Transportation Guide. DHCS stated that they will revisit the Transportation Guide and review the wording about billing for miles. In general, if there are multiple stops, the LEA should only bill mileage associated with the origination point and destination point for the specific child, not mileage associated with the entire trip.
- There were additional questions to DHCS regarding the use of restraints and billing for specialized transportation services under the LEA BOP. DHCS restated the CMS transportation policy.

- **SPA 15-021 (New Services and RMTS Implementation)**
 - On March 23, 2017, DHCS submitted the complete package of Request for Additional Information (RAI) responses to Centers for Medicare & Medicaid Services (CMS) for informal review. Also included were the SPA updates related to the RAIs, and the draft CRCS instructions and templates for CMS review.
 - On May 30, 2017, DHCS met with CMS to discuss the items submitted, and CMS informed DHCS that they will send follow-up questions within the next week. Currently, DHCS is considering the best options for implementation dates for RMTS, and new services and practitioners.
 - DHCS anticipates submitting the LEA BOP DRAFT RMTS Implementation Guide to CMS for approval this summer.
 - DHCS discussed the proposed changes to the CRCS, including a split of direct care service moments between billable and non-billable services, and a new upfront question for RMTS. DHCS also discussed implementation scenarios with the effective date of the SPA, but the final decisions will be made by CMS.
 - A LEA asked, how RMTS will work for the following: contracted staff, staff paid on a per diem, and staff on a reduced schedule. NCI stated that contract employees are not included in the RMTS, but they can still bill for services. NCI also stated that reduced schedule employees will need to be included in the RMTS, if they are not contracted. DHCS and NCI must complete more research regarding per diem employees, and will provide additional information in training sessions.

**Local Educational Agency (LEA) Medi-Cal Billing Option Program (BOP)
Advisory Workgroup (AWG) Meeting
June 7, 2017 Minutes**

- A LEA asked, if there is a FAQ document and if the questions have been compiled. DHCS stated that yes, there is a collection of FAQs and they will be rolled into the training materials. NCI urged attendees to send specific questions to the Stakeholder Feedback tool (<http://lea-medical-rmts.surveyanalytics.com/>).
- A LEC expressed concerns about the ability to integrate RMTS into the LEA Program in such a short amount of time. DHCS understands this concern and is working behind the scenes to prepare now for the implementation of RMTS in the LEA Program.
- **Individualized Health and Support Plan (IHSP) status update**
 - DHCS stated that they have a draft of the Provider Manual updates for IHSPs; however, until the SPA is approved it cannot be published. Once the SPA is approved, the policy will take effect. DHCS will send a copy of the draft Provider Manual updates to the Documentation Subcommittee.
 - A LEA asked if it is possible to bill for screening services required by the periodicity schedule now. A LEA pointed out that there are limitations due to the referral; DHCS noted that they are working with CMS on this issue and recommended that LEAs wait for further instruction on billing for screenings.
- **RMTS Implementation Advisory Group**
 - 28 IAG meetings have taken place in Sacramento to date.
 - The IAG met with DHCS, NCI, and the IAG members on June 6, 2017. During the meeting the IAG members discussed proposed changes to the Time Study Participant (TSP) lists, proposed qualifications and supervision requirements for new practitioners, and reviewed an Outreach Training presentation for LEAs participating in the LEA BOP but not SMAA.
 - DHCS and NCI polled attendees to understand the how much AWG attendees know about RMTS. Most attendees stated that they participate in SMAA and have an understanding of how RMTS works. Only a few AWG participants noted that they would like very basic RMTS training.

**Local Educational Agency (LEA) Medi-Cal Billing Option Program (BOP)
Advisory Workgroup (AWG) Meeting
June 7, 2017 Minutes**

Subcommittee Reports

- Several subcommittees have been formed for LEAs and DHCS to work through important topics. Subcommittee reports follow:
 - *Documentation Subcommittee*
 - The purpose of this subcommittee is to discuss documentation areas that the AWG members need clarification on; the subcommittee will work with DHCS and CDE on defining/communicating those requirements.
 - The subcommittee asked for a status on prescription requirements for occupation and physical therapy services. DHCS stated that OLS is reviewing the minutes of the meeting and what is being proposed. DHCS will evaluate next steps and present them to the Subcommittee.
 - *Terminology Crosswalk Subcommittee*
 - The purpose of this subcommittee is to create a glossary of terms that are commonly used in the LEA BOP and to bridge the gap between the education and Medi-Cal definitions.
 - There was no report out at the June 2017 AWG meeting.
 - There was a request for a community college subcommittee, which DHCS said they would explore.

Other Miscellaneous Topics

- An LEA asked about the ability for the AWG meetings to be held via conference call, webinar, or some other virtual technology. DHCS stated that there are some logistical challenges with having virtual meetings, and it is harder for the audience to interact with the DHCS. DHCS stated that they will explore this for future meetings and August will be a planning meeting for the upcoming school year.

AWG Breakout Session

The goal of the AWG breakout session is to brainstorm challenges and barriers in smaller workgroups, and use combined expertise to provide guidance to DHCS and suggest planning and solutions. There were two topics discussed during the afternoon session: TCM “Agency” Approved Training and reviewing the LEA Program’s FAQs. DHCS had originally planned for Dr. Lindy Summers-Bair to deliver a “Surviving a Medical Audit” presentation, but she was unable to attend the meeting and that session was replaced by the breakout to review FAQs. An outline of Dr. Summers-Bair presentation can be accessed here:

<http://www.dhcs.ca.gov/individuals/Documents/ANI/SurviveMedicalAuditCSNOConferenceMarch2017.pdf>

**Local Educational Agency (LEA) Medi-Cal Billing Option Program (BOP)
Advisory Workgroup (AWG) Meeting
June 7, 2017 Minutes**

The AWG attendees first discussed TCM services, specifically focusing on “Agency Approved” training. DHCS gathered examples of how LEAs train their TCM staff. Most LEAs stated that they would like to bill for TCM services, but there are too many policy questions and potential audit risks around these services. The LEAs asked for a more in-depth conversation about TCM services at a future AWG meeting. After the TCM discussion the attendees broke into three groups and reviewed the current FAQs on the LEA BOP website. The groups proposed edits to questions, identified questions that could be removed, and opportunities to consolidate questions. DHCS will review these recommendations and publish updated FAQs at a future date.

Next Meeting

The next meeting will take place on Wednesday, August 2, 2017.