

PROVIDER BULLETIN

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School-Based Individualized Education Plan (IEP) Direct Services Cost Settlement

- Program Changes
- Upcoming Training
- Enrollment in IEP Direct Services

PROGRAM CHANGES

Effective July 1, 2019, the Department of Social Services/MO HealthNet Division has contracted with Fairbanks LLC (Fairbanks) to assist in the implementation and administration of the cost-based reimbursement for School-Based Individualized Education Plan (IEP) direct services. Fairbanks will continue to assist in the administration of the School District Administrative Claiming (SDAC) program.

The IEP Direct Services Manual and corresponding documents can be viewed at:
<http://manuals.momed.com/manuals/>.

UPCOMING TRAINING

From May 20 – May 24, the MO HealthNet Division (MHD) along with Fairbanks will be offering onsite SDAC training which will include a high-level overview of cost-based reimbursement for School-Based IEP direct services. This training will be offered in Kansas City, Jefferson City, Springfield, and St. Louis. The training dates and location addresses are located in the SDAC bulletin, [Volume 41, Number 50](#), dated May 10, 2019.

ENROLLMENT IN IEP DIRECT SERVICES

To receive reimbursement for IEP direct services provided to Medicaid eligible students, the school district will need to be enrolled with the MHD. If your school district is not enrolled, an online enrollment application will need to be completed and can be located at <https://peu.momed.com/peu/momed/presentation/commongui/PeHome.jsp>.

In addition to being enrolled with the MHD, a Cooperative Agreement for IEP Direct Services will be necessary if your school district wishes to participate in the cost settlement program. School districts will be required to participate in the SDAC program because the cost settlement process will use results obtained in the quarterly Random Moment Sample (RMS) survey that is administered as part of the SDAC program. These results will be used to prepare your district's annual Cost Report for the IEP Direct Services program.

A school district representative should request a Cooperative Agreement by writing, calling, or emailing the MHD. Inquiries should be addressed to:

Department of Social Services
MO HealthNet Division
Program Operations Unit
P.O. Box 6500
Jefferson City, MO 65102-6500
(573) 751-9290
Email: MHDSchoolPrograms@dss.mo.gov

The Cooperative Agreement must be received via mail or email by June 30, 2019 for your school district to participate in cost settlement for IEP Direct Services. In addition to the Cooperative Agreement, the school district will also need to submit a methodology indicating how the requirements of the IEP Direct Services program will be met.

A copy of the final signed Cooperative Agreement will be returned to the school district for your file. If the signed Cooperative Agreement is not received by June 30, 2019, your school district will not be able to participate in the IEP Direct Services program. Signed Cooperative Agreements received after June 30, 2019, will impact your school district's ability to participate in the cost based reimbursement for IEP direct services for the plan year beginning July 1, 2019.

The MHD requires your school district to comply with all components of the IEP Direct Services program as outlined in the Cooperative Agreement and the IEP Direct Services Cost Settlement Manual. The IEP Direct Services Manual and corresponding documents can be viewed at: <http://manuals.momed.com/manuals/>. School districts are responsible for activities to include, but not limited to:

- Participate in the RMS through the SDAC program.
- Submit fee-for-service claims for IEP Direct Services for ongoing payments to the State's Medicaid Management Information Systems (MMIS).
- Annually complete and submit a cost report.
- Submit cost reconciliation and certification of costs.
- Maintain program compliance.
- Participate and cooperate with ongoing desk reviews.
- Submit the total number of IEP students as of December 1 for calculation of the IEP ratio.
- Provide a written methodology of how it will meet the requirements of the agreement.

Provider Bulletins are available on the MO HealthNet Division (MHD) Web site at <http://dss.mo.gov/mhd/providers/pages/bulletins.htm>. Bulletins will remain on the Provider Bulletins page only until incorporated into the [provider manuals](#) as appropriate, then moved to the Archived Bulletin page.

MO HealthNet News: Providers and other interested parties are urged to go to the MHD Web site at <http://dss.mo.gov/mhd/> to subscribe to the electronic mailing list to receive automatic notifications of provider bulletins, provider manual updates, and other official MO HealthNet communications via E-mail.

The information contained in this bulletin applies to coverage for:

- MO HealthNet Fee-for-Service

Questions regarding MO HealthNet Managed Care benefits should be directed to the patient's MO HealthNet Managed Care health plan. Before delivering a service, please check the patient's eligibility status by swiping the MO HealthNet card or by calling the Provider Communications Interactive Voice Response (IVR) System at 573-751-2896 and using Option One for the MO HealthNet ID card.

**Provider Communications Hotline
573-751-2896**