

## **PROVIDER BULLETIN**

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April 1, 2020

### **School-Based Individualized Education Plan (IEP) Specialized Transportation Services**

**EFFECTIVE: APRIL 01, 2020**

**APPLIES TO: Public and Charter School Districts**

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#### **PROGRAM CHANGES**

On December 26, 2019, the Centers for Medicare and Medicaid Services (CMS) approved the State Plan Amendment for the IEP Specialized Transportation program. Effective for dates of service on and after July 1, 2020, MO HealthNet will reimburse School-Based IEP Specialized Transportation program services through a cost based methodology that will include a reconciled settlement. The reimbursement process will change from billing through an invoice process to billing fee-for-service (FFS) claims along with reporting eligible and allowable costs on an annual cost report. On an annual basis, a cost reconciliation and cost settlement will be processed comparing the amount of FFS interim payments to the cost reported on the annual cost report.

The Department of Social Services/MO HealthNet Division has contracted with Fairbanks LLC (Fairbanks) to assist in the implementation and administration of the program.

**PROGRAM PARTICIPATION**

Public school districts that provide transportation services to certain MO HealthNet participants in conjunction with the provision of MO HealthNet school-based IEP direct services, may be eligible to participate in the School-Based IEP Specialized Transportation Program. School district participation in this program is voluntary. If a school district participates and claims reimbursement for school-based IEP specialized transportation services, the school district must also participate in the [School-Based IEP Direct Services Program](#) and the [School District Administrative Claiming \(SDAC\) Program](#).

For information regarding the [SDAC Program](#), the [School-Based IEP Direct Services Cost Settlement Program](#), or the School-Based IEP Specialized Transportation Program, please reference the program manuals located at <http://manuals.momed.com/manuals/> or contact:

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](mailto:MHDSchoolPrograms@dss.mo.gov)

**PROVIDER ENROLLMENT**

Your school district will need to be enrolled with the MO HealthNet Division to receive reimbursement for IEP specialized transportation services provided to Medicaid eligible students. The school district will need to complete an online enrollment application at <https://peu.momed.com/peu/momed/presentation/commongui/PeHome.jsp>

**COOPERATIVE AGREEMENT**

In addition to enrollment as a MO HealthNet Provider, school districts that want to participate in the School-Based IEP Specialized Transportation Services Program and receive reimbursement for approved specialized transportation services must sign and conform to the provisions of a Cooperative Agreement with the MO HealthNet Division. A sample cooperative agreement is included as an attachment to the School-Based IEP Specialized Transportation Services Manual. School districts interested in participating in the School-Based IEP Specialized Transportation Program should contact the Program Operations Unit via the contact information shown above under Program Participation to obtain a Cooperative Agreement.

The signed Cooperative Agreement must be received via mail or email by June 30, 2020 for your school district to receive FFS reimbursement and participate in the annual cost settlement for school-based IEP specialized transportation. A copy of the final signed Cooperative Agreement will be returned to the school district for your file.

The MHD requires your school district to comply with all components of the School-Based IEP Specialized Transportation Program as outlined in the School-Based IEP Specialized Transportation Services Manual and the Cooperative Agreement. School districts are responsible for activities to include, but not limited to:

- Participate in the SDAC Program
- Participate in the IEP Direct Services Cost Settlement Program including the submission of fee-for-service claims for IEP direct services
- Submit fee-for-service claims for school-based IEP specialized transportation services
- Annually complete and submit an IEP Transportation Cost Report Reconciliation and Settlement
- Submit a signed certification of costs
- Maintain program compliance
- Participate and cooperate with ongoing on-site and desk reviews

### **ADMINISTRATIVE FEE**

Funding to reimburse Fairbanks will be obtained through an administrative fee assessed to each participating school district. MHD will deduct the administrative fee from each annual Cost Report.

### **UPCOMING TRAINING**

MHD along with Fairbanks will be offering webinar training, which will provide a comprehensive overview of the program. At least one designated program contact for each participating district is required to attend at least one of the following webinar trainings. Registration for each training is available at the following link:

<https://attendee.gotowebinar.com/rt/4179022001585286925>

**Provider Bulletins** are available on the MO HealthNet Division (MHD) website 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 website 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**