

Documentation for School Based Services

Review of Medicaid Requirements and Best Practices



Spring Training 2024

Documentation - Best Practice vs Medicaid

Licensure Practice Act

Best practice guidelines for each license

- Evaluation
- Plan of Care
- Service Documentation
- Supervision
- Parental Consent



Documentation

Compliance

Clinical
Reasoning

Monitoring
Outcomes

Continuity

Claiming



Behavioral Health Provider Resources

- [SSWAA](#)
- [NASP resources on Medicaid in schools](#)



Nursing Resources

- [Introduction to School Medicaid from NASN](#)
- [NASN Position Brief on Medicaid and CHIP](#)
- [NASN Electronic Health Records](#)



Therapy Provider Resources

Speech Language Pathologist

- Coding & Reimbursement Modules -
<http://www.asha.org/Practice/reimbursement/modules/>
- The ASHA Leader: Coding and Billing 101:
<http://leader.pubs.asha.org/article.aspx?articleid=2656648>
- Establishing Medical Necessity:
<http://www.asha.org/practice/reimbursement/medical-necessity-for-audiology-and-SLP-services/>
- ASHA's Practice Portal: <http://www.asha.org/practice-portal/>
- Documentation for SLPs in Health Care:
<http://www.asha.org/Practice-Portal/Professional-Issues/Documentation-in-Health-Care/>
- Introduction to Medicaid:
https://www.asha.org/practice/reimbursement/medicaid/medicaid_intro/



Therapy Provider Resources

PT

[APTA Documentation](#)

OT

[AOTA Coding and Billing](#)

[AOTA Guidelines on Documentation](#)



LDOE General Resources on Documenting Health Services in Schools

[Documentation Quick Checklist](#)

[OT Plan of Care Template](#)

[PT Plan of Care Template](#)

[School Based Nursing Handbook](#)

[Behavioral Health Plan of Care Template](#)



Medically Necessary

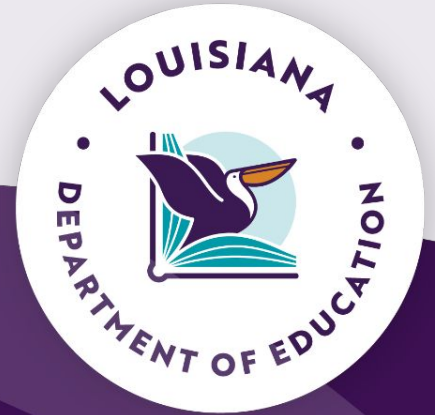
- Evaluation
- Plan of Care
- Documentation of Services
- Progress Reporting

Resources:

[Documentation of Medical Necessity by Healthy Schools Promising Futures](#)



Medicaid Documentation Requirements



Medicaid Requirements

- Preventative Care Screenings
 - Documentation based on [AAP/Bright Futures periodicity schedule](#)
- Evaluations/assessments
 - Service Documentation
- Plan of Care
- Time Study Documentation
- Supervision



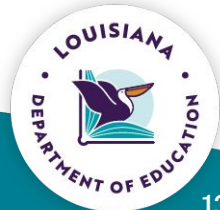
Plan of Care- Medicaid Requirements

Individualized Education Plan (IEP)	Is a legal document that is affiliated with the Individuals with Disabilities Education Act (IDEA). IEP students meet requirements for special education services. IEPs are generally tailored for students with a condition or disability that impacts their ability to learn and thrive. IEPs are multifaceted and developed by a team of licensed personnel along with parents or caregivers.
Individualized Healthcare Plan (IHP)	Addresses medical issues that do not impact students ability to learn. IHPs address student health need and a plan for addressing barriers. It details medication administration, emergency protocol, monitoring of health status, who will provide care and staff training.
504 Accommodation Plan	Is a legal document that is affiliated with Americans with Disabilities Act. Used for disabled general education student population that require accommodations or modifications to the same opportunity as other students. 504 plans are used widely and for a diverse array of needs.
Behavior Healthcare Plan	A behavior treatment plan is developed by LMHP to detail mental health disparities and outlines goals and strategies that will assist students in overcoming behavioral health issues that impair ability to learn and thrive.



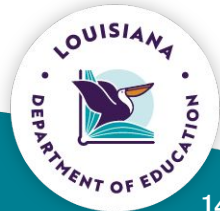
Plan of Care -Documentation Components

- Ordering Provider/NPI
- Dated Evaluation/order
- Name/Date/Signature of provider completing service plan
- Diagnosis-ICD-10 Code
- Outcomes and Planning
 - Goal setting
 - Interventions
 - Care coordination consideration
- Frequency and Duration of Services
- Assessment/Progress Monitoring
 - Plan for dismissal
 - Address referral needs



Documentation of Services

- Student first/last name/ID
- Date of service
- Type of service (CPT Code)
- Individual or group session (if group, # of students in the group)
- Beginning/ending time for each session
- Duration of service in minutes
- Description of therapy or method used
- Description of the student's response to the therapy
- Student's progress toward meeting established goals
- Name and signature of service provider/title/credentials and date
- Name and signature of supervisor, if supervision is required



LDH Fee Schedule

A complete list of services covered by Louisiana Medicaid School-Based Service Program is available online at www.lamedicaid.com

EPSDT Health Services - Provider Type 70 Fee Schedule

https://www.lamedicaid.com/Provweb1/fee_schedules/FEE_EPSDT.PDF



Internal Practices

Training

Schedule regular trainings on:

- Standards of practice
- Documentation requirements
- Timeliness of documentation
- Implement efficient methods

Peer Review

- Check for documentation completeness
- Appropriateness of procedures
- Extent of progress to clinical outcomes

Monitor

Regularly monitor to clearly communicated:

- Standards
- Documentation requirements
- Completion within time guidelines

Training

Make adjustments from regular monitoring to retrain providers on potential downfalls.



Documentation - Keys to Consider

- Documentation of supervision.
- Provide training on best practices in documentation for each license/provider type.
- Responsibility of the school district not the documentation vendor to set standards.
- The "student month" methodology makes it critical that make-up sessions are marked as make-ups.
- Ensure document retention 5 years from the final cost settlement.



Questions?

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