

### Medicaid Billing for School-Based Nursing Clarifications March 22, 2016:

1. State Code §18-2-5b requires county boards to maximize federal reimbursement for all services available ..... for Medicaid and related services for which state dollars are or will be expended.
2. It is up to each district to determine how to best maximize federal reimbursement through Medicaid.
3. In West Virginia the State Plan Amendment (effective July 1, 2014) restricts Medicaid Reimbursement billing to students who are identified as a special education student, have an active Individualized Educational Program (IEP) and medical necessity.
4. The West Virginia Bureau for Medical Services' (BMS) School-Based Health Services Policy Manual allows registered nurses (RN) to become providers and bill for an approved list of services and assessments for students who are Medicaid eligible.
5. Covered and authorized services must be rendered by enrolled providers **within the scope of their license and in accordance with all state and federal regulations.**
6. Prior to billing for any services, districts are required to obtain parents/guardians consent to release information in regard to their child's medical services and give permission to bill for Medicaid services. Consent is valid for one calendar year. Parents also must be provided an annual notice.
7. Licensed Practical Nurses (LPN) may bill for providing personal care services. LPNs are not allowed to bill for nursing services.
8. Prior to billing, RNs are required to have a National Provider Identifier (NPI) number through the National Plan and Provider Enumeration System (NPPES). Website for NPPES is <https://nppes.cms.hhs.gov/NPPES/Welcome.do>. District or RESA Medicaid specialist can help with this process.
9. Prior to billing, RNs must be approved as a provider with Molina. Molina manages Medicaid billing for the Department of Health and Human Resources (WVDHHR). Individual providers are associated with the County/District provider number for billing purposes. The enrollment application is posted on the WVDE Medicaid website. District or RESA Medicaid specialist can help with this process.
10. WV Policy 2422.7 (§126-25A-6.1) "Standards for Basic and Specialized Health Services", requires a Health Care Plan for all students receiving specialized health care procedures during the school day and school related events.
11. To bill Medicaid, the student's IEP must reflect specialized nursing services.
12. The following resources are available on the WVDE Medicaid Website:
  - a. Nursing Module
  - b. Nursing Billing Module
  - c. Nursing Billing Form
  - d. Sample Nursing Billing Form
  - e. Targeted Case Management Module
  - f. Targeted Case Management Billing Form Module
  - g. Targeted Case Management Billing Form
  - h. Sample Targeted Case Management Billing Form
  - i. Medicaid Consent/Release of Information Form
  - j. Notice to Parents

13. Nurses should be provided training on the requirements of Medicaid billing and how to complete billing forms.
14. Nurses also can bill for Targeted Case Management (TCM). TCM is the coordination of services to ensure that eligible Medicaid members (students) have access to a full array of needed services including the appropriate medical, educational, or other services.

Long-term medications and emergency medications are not specifically defined in the School-Based Health Services Policy Manual.

Basic and Specialized Health Care Procedures Manual for West Virginia Public Schools, page S-43 defines long-term medication as “The administration of long-term medication enables students who require medication at specific times during the school day to attend school.” Page 46 defines emergency medication administration as “Emergency medication administration enables students who require medication for life-threatening emergencies to attend school.”

WV Policy 2422.8 lists the following definition: “Long-term and emergency prescribed medication” means medication ordered by a licensed prescriber that is used to treat acute and chronic health conditions including both daily and PRN (as needed) medication.

If a student has a health care plan it must be included on the IEP and service care plan for Medicaid students who have billable services for nursing. It is best practice for health care plans to be included on the IEP for all students that have specialized nursing services. It is required for Medicaid billing.

For special education students with health care plans, the nurse should be invited to the IEP meeting, or excused via the meeting notification or excusal form. If the nurse cannot attend the meeting, there should be a method of submitting pertinent health care information to the IEP team.

Districts should ensure communication between case managers and nurses to determine which students have specialized nursing needs, are eligible for Medicaid, and have an active IEP.