



Office of the



State Superintendent of Education

December 12, 2011

Dear LEA Leaders and Special Education Coordinators,

As OSSE's new Medicaid Recovery Unit Director, I am looking forward to partnering with you to ensure you have the support you need to access all funding resources available to you. To that end, I am pleased to share OSSE's new LEA Medicaid Guidelines, designed to support LEAs with key information and resources related to the Medicaid recovery process.

As you know, per Federal Medicaid law, the District of Columbia can be reimbursed for 70% of local expenditures on allowable, medically necessary school based health services. This communication is intended to support your efforts to take advantage of this opportunity so that you can maximize funding levels, access needed resources, and enhance service delivery in your LEA.

The Government of the District of Columbia and the Federal Government share the costs to administer School Based Health Services (SBHS) programs. In order for LEAs to recoup the allowable federal match, LEAs must complete a provider application via the Department of Healthcare Finance (DHCF) and participate in the administration of Random Moment Sampling (RMS).

RMS aids the District in accounting for the use of staff time when claiming federal funds to support costs. The purpose of the Random Moment Time Study (RMTS) is to fairly allocate the costs, based on the fact that it is a federal requirement that states and the District of Columbia must determine shared administrative costs for each program. **Participation in the RMS process ensures that school districts are reimbursed by Medicaid for all Medicaid-allowable costs associated with the delivery of medically necessary services to Medicaid-eligible students with Individualized Education Programs (IEPs).** A minimum of 85% of all moments sampled within the district must be completed by the sampled staff. Failure to complete sampled moments could impact the time study results and reduce the amount of reimbursement available to those participating in the program and could limit the district's ability to continue to participate in the program which would eliminate their ability to claim reimbursement.

The accuracy of the system is critically dependent on the willingness and ability of each identified staff person included in the study to accurately report on programs and activities performed at the randomly selected moment. Participants are not required to understand

complicated Medicaid regulations or activity codes, and the entire online process takes no more than a few minutes to complete.

To facilitate this process for independent charter LEAs, OSSE has assumed the cost of providing LEAs with an automated RMTS process. With this service, even small LEAs can collect the data necessary to participate in claiming.

The Office of the State Superintendent of Education strongly encourages all independent charter LEAs to review the attached LEA guidelines, enroll as a Medicaid provider, and participate in RMTS. If you are already enrolled as a Medicaid provider, you have already been contacted to ensure that RMTS participation is underway for the current school year.

For more information regarding the enrollment process, please contact me at ijeoma.oji@dc.gov or by phone at (202) 724-2146.

Sincerely,

A handwritten signature in black ink, appearing to read "Ijeoma L. Oji". The signature is stylized with a large initial "I" and a cursive "jeoma".

Ijeoma L. Oji
Medicaid Recovery Director