

SDASBO

Medicaid School Based Program RMTS & MAC

Sivic Solutions Group (SSG)



SDASBO School Based Medicaid Presentation Agenda

- New Vendor - Sivic Solutions Group (SSG)
- Cost Based Reimbursement
- RMTS Overview
- Medicaid Administrative Claiming (MAC) Costs
- 2022 – 2023 RMTS & MAC Deadlines Overview
- MAC Certification Example
- How much do I get reimbursed & when?
- Technical Notes
- Direct Service Claiming
- Questions & Contact Information

Cost Based Reimbursement

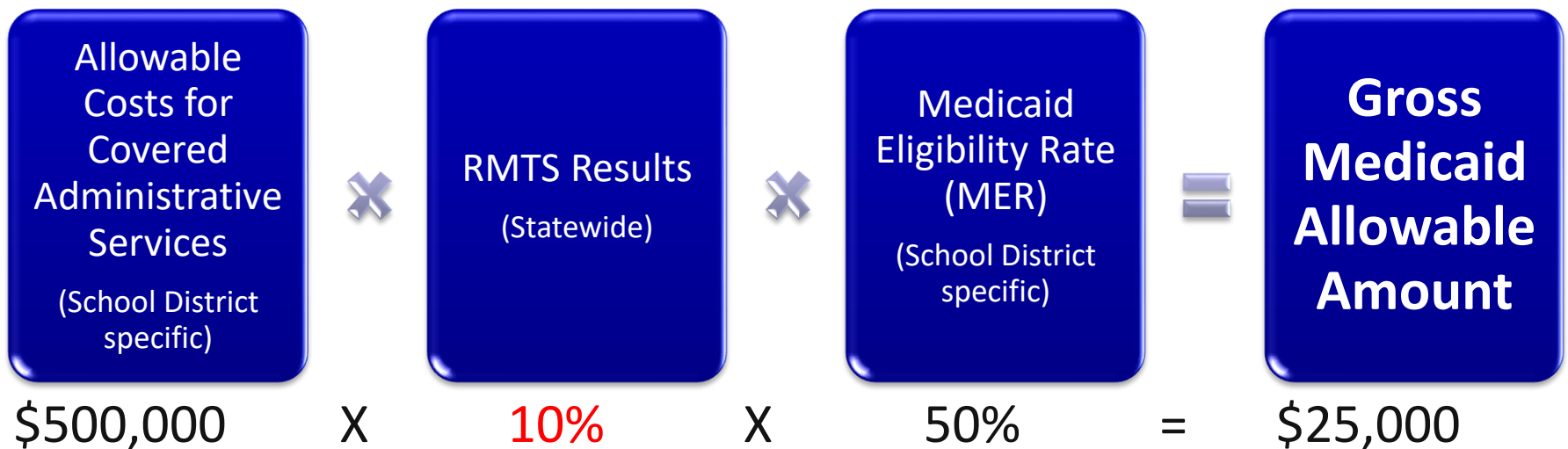
Why do we do the RMTS & Medicaid Administrative Claiming?

- It all starts with the quarterly RMTS
- Easy way to get reimbursement for some of your school costs
- This is not “fee for service” reimbursement – The RMTS measures the time participants are doing Medicaid Administrative Reimbursable Activities on a quarterly basis
- Cost-based reimbursement is an alternative methodology that instead reimburses each school district based on actual, incurred costs to provide services

Cost Based Reimbursement

How RMTS relates to Medicaid Administrative Claim (MAC)

RMTS results have a significant impact of reimbursement!

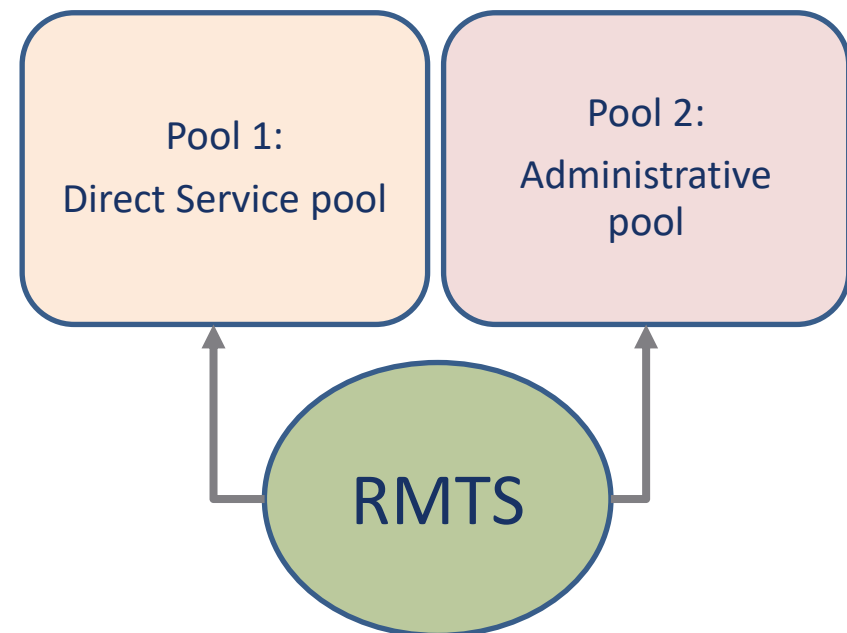


RMTS Overview

RMTS is a Program Requirement

School Districts should choose which pool participants should be added (Direct Service or Administrative pools).

RMTS participation is required for either pool to claim Medicaid Administrative Claim (MAC) costs.



RMTS Overview

Who should be included in the RMTS pools?

Ask yourself the 'reasonable' test!

- What are participants 'reasonably expected' to perform as their current job function?
- Don't focus solely on job description, it's not about staff job descriptions, it's about who does this type of work
- Both pools perform Medicaid administrative qualified services
 - Pool 1: Direct Service
 - Reasonably expected to be performing Medicaid qualified direct services to students?
 - Pool 2: Administrative Services
 - Reasonably expected to be performing mostly Medicaid qualified administrative assistance to direct service staff and students but not performing Medicaid qualified direct services to students?

RMTS Overview

What position types should 'reasonably' be in each pool?

■ Pool 1: Direct Service

- Licensed Audiologist
- Licensed Registered Professional Nurse
- LPNs
- Licensed Occupational Therapist
- Occupational Therapy Assistant or Aide
- Licensed Physical Therapist
- Graduate Physical Therapy Assistant
- School Psychologists
- School Psychological Examiner
- Licensed Speech Language Pathologist
- Licensed Speech Language Pathology Assistant
- Psychiatrist

■ Pool 2: Administrative Services

- School Administrators – Principals and Assistant Principals
- School Counselors
- School Social Workers
- Psychologist Interns
- Nurse Assistant / Health Aide
- Special Education Teachers / Teachers
- Special Education Administrators
- School Bilingual Assistants
- Interpreters & Interpreter Assistants
- Program Specialist
- Other groups/individuals that may be identified by the LEA

RMTS Overview

Who should be included in the RMTS pools?

- Full and part time school employees performing Medicaid qualified administrative duties
- Full and Part time contractors that work for your school performing Medicaid qualified administrative duties
- Support Staff should be excluded from the RMTS
 - Support Staff are not required to participate in the RMTS, but can be claimed in the quarterly MAC claim by manually entering what percentage of their time was spent supporting Direct Service or Administrative staff included in the RMTS pools
 - Example - Sally Smith:
 - 75% of time supporting staff in Direct Service Pool 1
 - 10% of time supporting staff in Administrative Pool 2

RMTS Overview

RMTS Medicaid Qualified Administrative Services

- Administrative Claiming provides reimbursement for work that improves access to health care:
 - Medicaid outreach & application assistance
 - Specialized transportation scheduling/arranging
 - Translation services related to health care service delivery
 - Program planning and policy development related to the delivery of health services
 - Referral, coordination and monitoring of health services

MAC Claim Costs

- Employee/Contractor Personnel Costs (Salaries & Benefits)
- Supporting Staff Costs –
 - Salaries & Benefits split out according to percentage of time supporting RMTS personnel within each pool (Direct Service or Administrative pools)
 - Direct supportive relationship to personnel included in the quarterly RMTS
- Materials & Supplies –
 - Think about what materials and supplies were used by school division staff in performance of reimbursable Medicaid Administrative Activities
- Tuition Costs –
 - Costs your district incurs for students that received health related services at an outside agency/private placements

MAC Claim Costs

- Federally funded costs should be removed from a MAC claim
 - All expenditures that were funded by a Federal Grant (including IDEA & CARES funding) must be excluded
 - All expenditures that were a required match for a Federal Grant must be excluded
 - All costs used to calculate the Indirect Cost Rate must be excluded. (Those costs are reimbursed through the application of the ICR to the claim)

- Costs are calculated on a per pool basis via the Medicaid reimbursable RMTS percentages
 - Direct Service pool has different RMTS % from Administrative pool RMTS %

- “Cash” based accounting
 - Costs that are paid for within the quarter you are claiming, not when the cost occurred
 - Date of payment, not the date of service

2022 – 2023 RMTS & MAC Deadlines Overview

South Dakota School-Based Medicaid Program Effective Dates & Deadlines -School Year 2022 - 2023

RANDOM MOMENT TIME STUDY

QTR	RMTS QTR/Dates	RMTS Annual Common Days Off/Work Schedules Due Date	RMTS Participant List Due Date	Last Date to submit Leave of Absence/Terminations
Q1	OCT 1 2022 - DEC 31 2022	SEP 3 2022	SEP 16 2020	JAN 6 2023
Q2	JAN 1 2023 - MAR 31 2023	DEC 2 2022	DEC 2 2022	APR 7 2023
Q3	APR 1 2023 - JUN 30 2023	MAR 5 2023	MAR 5 2023	JUL 7 2023
Q4	JUL 1 2023 - SEP 30 2023	N/A	N/A	N/A

*Please also submit your last day of school to SSG by 3/5/23

MAC QUARTERLY CLAIMS

QTR	MAC Claim QTR/Dates	Claim Deadline	Certification Deadline
Q4	JUL 1 2022 - SEP 30 2022	JAN 1 2023	JAN 15 2023
Q1	OCT 1 2022 - DEC 31 2022	APR 1 2023	APR 15 2023
Q2	JAN 1 2023 - MAR 31 2023	JULY 1 2021	JULY 15 2021
Q3	APR 1 2023 - JUN 30 2023	OCT 1 2021	OCT 15 2021
Q4	JUL 1 2023 - SEP 30 2023	JAN 1 2024	JAN 15 2024

*SSG is processing the July - September 2022 MAC claim

MAC Quarterly Certification Example

Sivic Solutions Group (SSG)
SDsupport@sivicsolutionsgroup.com

School District Medicaid Administration Claim

This form serves as the certification of expenditures: of total computable, federal share, and the non-federal fund amount.

School District ABC Demo School
 School District Region Code 05-111
 Quarter & Actual Year O-D 2022

1. Total Computable Amount	\$ <u>500,000</u>	*Total Costs Entered
2. Total Claimable Medicaid Administrative Expenditures (MAC)	\$ <u>25,000</u>	*Total Costs reduced by RMTS % & MER %
3. Total Claimable Indirect Costs	\$ <u>2,500</u>	*Addition of Indirect Costs
4. Total Claimable Costs (#2 + #3)	\$ <u>27,500</u>	*Total Costs reduced by RMTS % & MER % + Indirect Costs
5. Total Non-Federal Share	\$ <u>13,750</u>	*Total Claimable Costs reduced by FMAP % (Most are 50%, FMAP for Medicaid Translation is 75%)

Claim Certified By: _____
 Signature of District Fiscal Budget Officer

Date: 9/28/2022

Name (Please Print) _____
 Title (Actual Signature) _____

*Please sign, scan and email to SSG at SDsupport@sivicsolutionsgroup.com

How much do I get reimbursed & when?

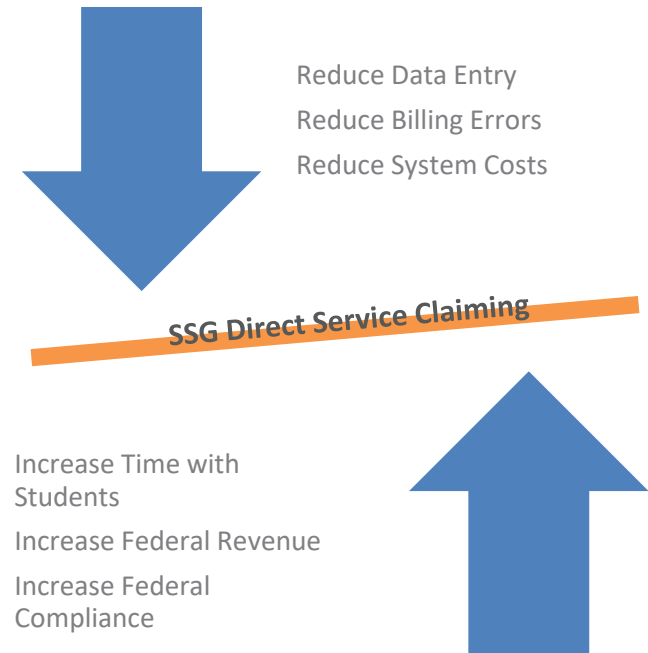
- ✓ Submit your valid MAC Certification to SSG before Certification Deadline
- ✓ After SSG submits finalized claims to Department of Social Services (DSS), DSS works with the Department of Education (DOE) Finance to identify a Wednesday when other major payments are not being made by DOE, which is generally 3-4 weeks after the Certification Deadline
 - *This is the 'Non-Federal Share' amount in the Certification example*
- ✓ The Administrative Fee is then collected on the following Friday from the 'Non-Federal Share' amount
 - The Administrative Fee is generally 50% of the vendor cost to DSS
 - The cost to schools is calculated using a weighted average of the 'Non-Federal Share' amount reimbursed to schools
 - Schools should see less of an Administrative Fee from previous years

Technical Notes

- All email communications from SSG will come from sdsupport@sivicsolutionsgroup.com.
 - If you are not receiving emails from this address –
 - ✓ Please check your SPAM folder, and make mark the above address as “Not Junk”
 - ✓ If the email communications from the above address are not in your SPAM folder, please contact your school’s Information Technology Department to allow emails from the above address to be delivered
- SSG RMTS Participant Update & Medicaid Administrative Claiming (MAC) website:
 - <https://sdmac.ssghosting.com/rms/Login.aspx>
 - ‘RMTS Coordinator User Manual’ and ‘South Dakota Program Dates and Deadlines Table’ is also located in the ‘Resources’ section in the e-SivicMACS RMTS online system
- SSG is currently developing Medicaid Administrative Claiming (MAC) Guide along with trainings to be disseminated soon

Direct Service Claiming

- SSG provides Direct Service claiming for school districts throughout the country
- Some of the services we provide are –
 - Data integration with existing SIS and IEP systems used by your school;
 - QA and submission of all Direct Service claims;
 - Automated follow up and resubmission of denied claims;
 - Robust reporting capabilities;
 - Making sure all federal regulations are followed and communicated



Highlights of Our Solution

Track Record of Increasing District Revenue

- Chicago Public Schools
 - **Increasing Revenues 16.22% and 12.53%** over past two years
 - Processing an average of **4 Million** claim units per year
- Albuquerque Public Schools
 - Increased average annual Medicaid revenue for the district by **\$1.3 million for three years**
- Proven Results of our Solution
 - Recent results in Florida show average **110% increase in revenue**

District	Before SSG	1st Year with SSG
District 1	\$184,338.84	\$447,591.49
District 2	\$290,049.04	\$613,196.07
District 3	\$392,153.95	\$700,347.72

Highlights of Our Solution

Absolutely No Hidden Costs

No Additional Costs for Training

Proven Record in Working with Schools for the Last 23 Years

No Additional Costs for System Enhancements

Uninterrupted Cash Flow for the District, with Minimal Transition Time

Questions?

Contact Information



Live Support:

By Phone: 1-877-916-3222

Technical Support e-mail: sdsupport@sivicsolutionsgroup.com

Program Support e-mail: zechariah.mitchell@sivicsolutionsgroup.com

SSG Participant Update (RMTS) & Medicaid Administrative Claiming (MAC)
website: <https://sdmac.ssghosting.com/rms/Login.aspx>