

LEA

Frequently Asked Questions 2009

KS Medicaid Enrollment

KS Medicaid enrollment for each USD is required to be able to calculate the new cost-based settlements on an annual basis. The KS Medicaid enrollment has been extended to October 31, 2009.

Q1) How do I enroll for a KS Medicaid provider number for my USD?

A1) You may download the KS Medicaid facility enrollment application from the Kansas Medical Assistance Program (KMAP) website at:

<https://www.kmap-state-ks.us/Documents/content/Checklists/Facility.pdf>

Q2) The KS Medicaid Facility enrollment application asks for an NPI (National Provider Indicator). How do I get an NPI?

A2) You may apply for an NPI online at the National Plan & Provider Enumeration System (NPPES) website at:

<https://nppes.cms.hhs.gov/NPPES/StaticForward.do?forward=static.npistart>

Q3) The NPI application requires a taxonomy code. How do I know what our taxonomy code is?

A3) The NPPES website offers a link to search for a applicable taxonomy code for LEAs:

<http://www.wpc-edi.com/taxonomy>

Q4) Does the USD need to apply for the KS Medicaid provider number, or can our Cooperative or Interlocal apply on our behalf?

A4) The USD is the entity that needs to apply for the new KS Medicaid provider number, although if your interlocal or cooperative would like to prepare the paperwork for the USDs, they may. Signatures on the application paperwork needs to be signed by a USD designee.

Q5) Once the KS Medicaid enrollment application is complete, where do we need to mail it?

**A5) EDS Provider Enrollment Unit
P.O. Box 3571
Topeka, KS 66601**

Q6) If I have questions about the KS Medicaid enrollment application, who can I contact?

**A6) Contact EDS Provider Enrollment Unit at
ph: 785-274-5914
or
Contact the LEA Program Manager, Cayla Wright at
Ph: 785-296-7222
Email: cayla.wright@khp.ks.gov**

SDAC/CBS Enrollment

The School District Administrative Claim (SDAC) program is a current program for KS Medicaid enrolled LEAs. The SDAC program is managed by Kansas Health Policy Authority (KHPA) through a contract with Public Consulting Group (PCG). The SDAC program reimburses for administrative activities.

Q1) Our school district has participated in the SDAC program for years, do we need to enroll with PCG again?

A2) No, but please verify with PCG the school district person of contact for the SDAC program.

Ph: 877-395-5015

Email: kssdac@pegus.com

Q2) We are uncertain if our school district participates in the SDAC program, how can we verify this?

A3) Contact PCG at:

Ph: 877-395-5015.

Email: kssdac@pegus.com

Q4) Does each school district need to complete the SDAC Interagency Agreement?

A4) Yes. Even though you may have an SDAC Interagency Agreement on file with KS Medicaid, we would like to take this time to have each school district complete a new SDAC Interagency Agreement. A school district designee needs to sign the SDAC Interagency Agreement.

Q5) Please provide us with a copy of the SDAC Interagency Agreement to complete.

A5) A blank copy of the SDAC Interagency Agreement can be found at the KHPA website: <http://www.khpa.ks.gov/healthwave/SDACInterAgency.pdf>

Q6) Does the forth page of the SDAC Interagency Agreement, Form DA-146a, need to be completed?

A6) No. As the last page of the SDAC Interagency Agreement reads “FORM DA146a. The provisions found in Contractual Provisions Attachment (Form DA-146a), which is attached hereto, are hereby incorporated in this contract and made a part hereof.”

Q7) What dates do we use for the SDAC Interagency Agreement?

A7) The effective date of the SDAC Interagency Agreement will be July 1, 2009. The school district designee signature date will be the date the signature was made.

Q8) Once the SDAC Interagency Agreement is completed, where do we need to mail it?

**A8) Kansas Health Policy Authority
Attn: Cayla Wright
900 SW Jackson, Rm 900N
Landon State Office Building
Topeka, KS 66612**

Q9) Is the SDAC claiming reimbursement paid to the school district or the cooperative/interlocal?

A9) The SDAC claiming reimbursement is paid to the school district quarterly.

Q10) Will the Cost-Based Settlement (CBS) reimbursement be paid to the school district or the cooperative/interlocal?

A10) The CBS reimbursement will be paid to the school district annually. Knowing that the direct service staff reported for CBS is actually managed by the cooperative/interlocal, we expect the school district to work with the cooperative/interlocal when payments are made.

Q11) If the Cooperative or Interlocal provide the special education direct services and direct staff members need to be included in the CBS staff pool, who is to enter that information, the school districts or the Co-op/Interlocal?

A11) There is only one sign-on username and password to log into the PCG online system. If the schools would like to share the sign-on information with the Co-ops/Interlocals and have the Co-op/Interlocal maintain the CBS staff pool list, they may. This would be an agreement between the school district and the Co-op/Interlocal. At this time there is only one person of contact for PCG, therefore that one person is responsible for certifying both staff pool lists, SDAC and CBS. The certification process would also need to be coordinated between the school district and Co-op/Interlocal.

Q12) Please forward us the PCG Staff Pool List presentation.

**A12) The PCG Staff Pool List presentation is available on the KHPA website:
<http://www.khpa.ks.gov/healthwave/faqs.html>**

SDAC/CBS Staff Pool List

Q1) Can special education staff be included in the staff pool list(s)?

A1) The Non-FFS (staff who do not provide direct medically necessary care) staff can be either listed in the SDAC staff pool or the CBS staff pool. If the special education staff is included in the SDAC staff pool list, the staff's salary would be prorated among the districts. All staff that bill FFS (staff who provide direct medically necessary care) must be listed in the CBS staff pool list. The staff's salary will be prorated among the districts also.

PCG will cover prorating staff salaries in upcoming financial trainings.

Q2) Are there limitations on how the reimbursement for SDAC can be spent?

A2) No, there are not current limitations for the State of Kansas or nationally.

Q3) SIT members usually only function during very specific periods of some days. Will sampling include times before and after the regular school day to include those who meet outside the school day?

A3) School districts are asked to submit a calendar and start/end times for their staff. The start/end times are based on the times that contracted staff are required to be at school. If staff is required to be at school from 7:45 a.m. to 3:45 p.m., the start time listed for the school district should reflect those start/end times respectively.

Q4) Who besides special education staff should be included in the LEA's employee staff pool list?

A4) PCG is offering training sessions to discuss staff pools. Please attend a training session for this information.

