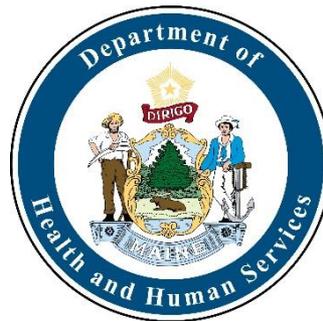


MaineCare in Education: An Overview for School Administrators

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What Is MaineCare?

- MaineCare (Medicaid) is a health insurance benefit for eligible individuals and families with low income and resources. It is jointly funded by the state and federal governments, and managed by the state.
- The program is designed to meet our members' medically necessary needs.



How Individuals and Families Apply For MaineCare

To apply for MaineCare, individuals can:

- Walk into any of the Office for Family Independence locations
Monday-Friday, 8:00am – 4:00pm
- Call to start an application at 855-797-4357, Option 8. (TTY users can call Maine Relay 711.)
- Apply online: <https://www1.maine.gov/benefits/account/login.html>
- Emails can be sent to mmchelp.dhhs@maine.gov.

Factors that Impact Eligibility

The Office for Family Independence determines eligibility for a variety of MaineCare programs. The following things are used to determine eligibility:

- Residency
- Family household size
- Tax filing status
- Income
- Assets
- Citizenship
- Disability



MaineCare

Member Responsibilities

MaineCare members have a responsibility to report changes to their circumstances within ten days. This includes, but is not limited to: changes in income, assets, pre-tax deductions; other household insurance coverages; household composition; and address changes.

MaineCare members are required to provide all requested verifications and complete annual eligibility reviews.



Katie Beckett Program

Who is eligible?

Children age 18 or younger who:

- Are not eligible for any other MaineCare coverage group
- Live at home (not a medical institution)
- Meet the Social Security Administration criteria for disability; and
- Need an institutional level of care

Katie Beckett Premiums

- This is a premium-based program, so families are required to pay a fee for this benefit on a monthly basis. Fees are based on the total amount of income that comes into a household.
- Even though there is a premium, MaineCare benefits are the same for these children as they are for any other child receiving MaineCare. There is no difference in member benefits.

Questions About MaineCare Eligibility?

Office For Family Independence
855-797-4357

114 Corn Shop Lane
Farmington, Maine 04938

Farmington.dhhs@maine.gov

www.maine.gov/mymaineconnection

MaineCare Member Handbook

The MaineCare Member Handbook can be found at:
<https://www.maine.gov/dhhs/oms/>

The screenshot shows the MaineCare Services website. The header includes the title "MaineCare Services" and a search bar. Below the header is a navigation menu with "OMS Home", "Members", "Providers", and "Policies/Rules". The main content area is titled "Office of MaineCare Services (OMS)" and lists several services: "MaineCare (also known as Medicaid)", "Maine Rx Plus", and "Drugs for the Elderly and Disabled". Under the heading "This website offers information for:", there are two links: "MaineCare Members" and "Medical and Other Service Providers". A red arrow points to the "MaineCare Members" link. To the left is a "Current Projects" sidebar, and to the right is a "Related Links" sidebar with "Maine State Innovation Model (SIM)" and "Centers for Medicare & Medicaid Services". At the bottom right is a "Sign up for Updates" button.

MaineCare Services Search OMS Search

An Office of the Maine Department of Health and Human Services

OMS Home Members Providers Policies/Rules

DHHS → OMS → Home Tues 2 Oct 2018

Current Projects

- Children's Services/EPSDT
- Health Information Technology (HIT)
- Improving Health Outcomes for Children (IHOC)
- Provider Enrollment
- Transportation Program
- Value-Based Purchasing
- Accountable Communities
- Health Homes
- Behavioral Health Homes
- Emergency Department

Office of MaineCare Services (OMS)

- MaineCare (also known as Medicaid)
- Maine Rx Plus
- Drugs for the Elderly and Disabled

This website offers information for:

- [MaineCare Members](#)
- [Medical and Other Service Providers](#)

MaineCare's Vision and Mission

- **MaineCare Vision:** Assure highest quality outcomes for MaineCare members through measurement and an efficient, sustainable, and integrated health delivery system.
- **Mission Statement:** Our mission is to attain the highest quality health outcomes for MaineCare members through a well-informed workforce and an efficient use of resources.

Related Links

- [Maine State Innovation Model \(SIM\)](#)
- [Centers for Medicare & Medicaid Services](#)

Sign up for Updates

To sign up for updates or to access your subscriber preferences, please enter your contact information below.

MaineCare Benefits Manual (MBM)

All MaineCare enrolled providers attest to, and are responsible for, following all policy and procedures as outlined in the MaineCare Benefits Manual (MBM).

<https://www.maine.gov/sos/cec/rules/10/ch101.htm>

10-144
Department of Health and Human Services
Chapter 101:
MaineCare Benefits Manual
(formerly Maine Medical Assistance Manual)
Provided by:
APA Office
Department of the Secretary of State (Maine)

This massive document, in Microsoft Word format, is divided into Chapters and Sections. See also the [site maintained by the Department of Health and Human Services](#), which includes recently proposed, adopted, and emergency sections of Ch. 101.

Ch. I

[Ch. I - Section 1](#): General Administrative Policies and Procedures

[Ch. I - Section 2](#): State Medicaid Health Information Technology

[Ch. I - Section 4](#): Telehealth Services

How MaineCare is Currently Accessed In Schools

At this time, there are three ways in which medically necessary MaineCare services may be accessed in Maine schools:

1. School-based services program
2. School health clinics
3. Provider discretion



What is the definition of “Medical Necessity” or “Medically Necessary?”

Medical necessity or medically necessary services are:

- MaineCare covered services (subject to age, eligibility, and coverage restrictions as specified in other Sections of the MBM as well as Early and Periodic Screening, Diagnosis, and Treatment Services requirements as detailed in Chapter II, Section 95 of the MBM);
- Provided within the regulations of the MBM;
- Provided in an appropriate setting;
- Performed by enrolled providers within their scope of licensure and/or certification;
- Required for the diagnosis, prevention, and/or treatment of illness, disability, infirmity, or impairment and which are necessary to improve, restore, or maintain health and wellbeing;
- Recognized as standard medical care, based on national standards for best practices and safe, effective, quality care

School-Based Services Program

To be considered a school-based service, the service must be “medically necessary” and be listed on a student’s Individual Family Service Plan (IFSP) or Individualized Education Program (IEP).

It is the member’s IEP or IFSP team who decides what medically necessary services are needed for a member to access his or her education. The services that are listed in the member’s IEP or IFSP are the medically necessary services reimbursed through this program.



Covered School-Based Services

Covered services include:

- Behavioral Health
- Nursing Services
- Occupational Therapy Services
- Physical Therapy Services
- Medical Evaluations
- Rehabilitative and Community Support Services for Children with Cognitive Impairments and Functional Limitations
- Specialized Transportation
- Speech and Hearing Services, including Audiology Services

School-Based Services & Outside Services

A MaineCare member may get school-based services **and** he or she may receive additional services outside of school.

For example, if a member's IEP states they will receive two sessions per week of speech therapy at school, that is what will be written on their IEP. Those services can be provided to the member at school, and the school or provider can submit the claim to MaineCare for reimbursement.

If the parent schedules additional speech therapy with a provider outside of school (either the same or a different provider) with a referral, the student can receive services in addition to the school services.



School-Based Services

IEP/IFSP Documentation of Medical Services

- Federal law, and the State of Maine's Medicaid State Plan require school-based services to be listed in a member's Individualized Education Program (IEP) or Individual Family Services Plan (IFSP) to receive reimbursement through MaineCare.*



Maine Unified Special Education Regulations (MUSER) IX.3.G.

INDIVIDUALIZED EDUCATION PROGRAM (IEP)

SAU or CDS Site:
Date IEP Sent to Parent:

1. CHILD INFORMATION

| | | |
|-----------------|--------|----------------------------------|
| Child's Name: | Age: | Annual Date of IEP Meeting: |
| Date of Birth: | Grade: | Effective Date of IEP: |
| School/Program: | | Date of Next Annual IEP Meeting: |

*Please see slide note for full citations for Federal law and Maine's Medicaid State Plan.

School-Based Services Required Documentation

- Speech, Occupational Therapy, and Physical Therapy services all require a **Plan of Care**.
- Section 28 and Section 65 services require an **Individual Treatment Plan**.

Both the Plan of Care, and Individual Treatment Plans detail the service that will be provided to the member.

Requirements information for each document may be found in the *MaineCare in Education* provider guide.

School-Based Services IEPs and Treatment Plans

Can an IEP alone be used to meet the MaineCare requirement for either a “Plan of Care” or an “Individual Treatment Plan?”

Yes.

For MaineCare purposes, one document may be used as long as it includes all of the information required for the service being provided, as outlined in the pertinent section of the MaineCare Benefits Manual.

School-Based Services

IEPs, Forms, and Treatment Plans

MaineCare recommends that if a district does not want to include information beyond components already required by IDEA and MUSER on an IEP or IFSP, then separate “Plan of Care” or “Individual Treatment Plan” documents should be developed.

MaineCare does not have specific forms for providers to use to meet the requirements outlined in the MaineCare Benefits Manual.

This allows all MaineCare providers flexibility to create documents that meet their own needs.

School-Based Services

Prior Authorizations

- Most Speech, Occupational Therapy, and Physical Therapy services do not require Prior Authorization.
- Section 28 (Rehabilitative and Community Support Services for Children with Cognitive Impairments and Functional Limitations) and Section 65 (Children's Behavioral Health Day Treatment) services do require Prior Authorization.
- Prior Authorizations are processed through KEPRO.



School-Based Services

Prior Authorizations

MaineCare contracts with KEPRO to manage prior authorizations for the provision of some MaineCare services.

KEPRO has resources to assist providers with everything related to obtaining prior authorizations for MaineCare services.

PROVIDER TRAINING

KEPRO Responsibilities:

KEPRO is responsible to provide full support and training to providers, including:

- New or ongoing process implementation.
- Educational and informational activities hosted by KEPRO.
- Frequently Asked Questions and other materials to assist Providers (and other stakeholders) in understanding and implementing the ASO Utilization Review Program.
- KEPRO presence at provider and provider association events.
- Web-based options and User Guides posted on www.qualitycareforME.com

Provider Training Requests

- For special training requests please contact TrainingMaine@kepro.com

MaineCare Seed- What Is It?

- Maine School Administrative Units accessing MaineCare services are responsible to pay the state's share of a school-based service claim which is referred to as "Seed."
- The Maine Department of Education (DOE) pays Seed to MaineCare on behalf of school districts and CDS.
- MaineCare identifies all school-based claims and sends a quarterly statement to DOE listing the claim information.
- On a quarterly basis, each school district receives a statement from DOE which lists the claims being assessed for Seed. This provides the districts an opportunity to review and make sure the services listed as school-based are appropriately being assessed.

School Health Clinics



There are some school districts that operate school health clinics in Maine. Through these clinics, students may receive services and MaineCare will be billed for the services provided to MaineCare members.

Provider Discretion

There are MaineCare providers who have permission from schools to utilize space in a school where they can provide medical services to students when these services are provided without a member having an IEP or IFSP.

For example, a physical therapist may see a student in a school building after school because a member's primary care physician has provided a referral for the service. As long as the provider has followed all MaineCare guidelines, the student may potentially receive services at the school instead of the therapist's office location.

Provider Discretion

Although the service is taking place at a school, this is not considered a school-based service because the referral was not due to services being listed on an IEP or an IFSP, provided through IDEA.

The referral has been made from the member's primary care physician who determined it was medically necessary for the member to receive the medical service.



Provider Discretion

School districts may also contract with MaineCare providers to provide medical services to students by allowing them to utilize space in their buildings or on school grounds.

MaineCare does **NOT** consider this to be a school-based service.

MaineCare providers must deliver all services in accordance with the MaineCare Benefits Manual.

What kind of MaineCare provider should you be?

Things to consider when determining what kind of MaineCare provider you want to be:

- What medically necessary services are being provided now to students in your districts?
- What medically necessary services do you want to provide to students?
- Who are the students you want to provide services to?
- Do all of the students who need medical necessary services have IEPs?

Option A

Provider Enrollment Options – Option A

School-Based Services only

Public School enrolls as Provider Type 87

Special Purpose Private Schools enroll as Provider Type 88

- Claims will indicate a Place of Service as “03” (school)
- Medically necessary services are documented in member’s IEP/IFSP
- Services may also be contracted and billed by other MaineCare providers
- Medical services potentially include: Nursing, OT, PT, Speech, Section 28, Section 65

Option B

Provider Enrollment Options – Option B

School Health Clinic
School enrolls as Provider Type 53

- Claims will indicate a Place of Service as “03” (school)
- School determines what medical services will be offered in accordance with *MaineCare Benefits Manual*, Chapter II, Section 3, Ambulatory Care Clinic Services
- Services are provided to any MaineCare member

Option C

Provider Enrollment Options – Option C

School-Based Services **and** School Health Clinic

- Claims will indicate a Place of Service as “03” (school)
- School enrolls as Provider Type 87 (Public School) and school also enrolls as Provider Type 53 (School Health Clinic)
- MaineCare members with IEPs are provided medical services as stated prior
- Any student with MaineCare can be provided with medical services according to what is offered in the school health clinic, in accordance with MaineCare Benefits Manual, Chapter II, Section 3, Ambulatory Care Clinic Services

Enrollment Options for Schools

Provider Enrollment Options:

| Option A | School-based services only | School enrolls as Provider Type 87 |
|----------|--|--|
| Option B | School Health Clinic | School enrolls as Provider Type 53 |
| Option C | School-based Services AND School Health Clinic | School enrolls as Provider Type 87 and School also enrolls as Provider Type 53 |

MaineCare Health PAS Online Portal

All MaineCare providers have access to an online portal, which is available to all providers at no charge to:

- View MaineCare eligibility and history
- Submit claims
- Submit referrals, authorizations, or certification requests
- Check submission status
- Perform provider enrollment/maintenance functions



Next Steps

To enroll as a new provider type: Contact MaineCare
Provider Enrollment

866-690-5585, TTY 711

MaineCareEnroll@molinahealthcare.com

How Can MaineCare Assist Current Providers?

- ✓ Training
- ✓ Technical Assistance
- ✓ Troubleshooting

MaineCare assistance may be provided over the phone or via email. Staff are also able to meet with you onsite or at our office in Augusta.

Contact us today if you need training or other resources.

How to Stay Up to Date with MaineCare

- ✓ Bookmark the MaineCare in Education web page.
<http://www.maine.gov/dhhs/oms/provider/school.html>

Once you're there, you can:

- ✓ Download the latest School-Based Billing Guide.
- ✓ Sign up to receive e-messages from MaineCare.

Questions?

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