



# INDIANA HEALTH COVERAGE PROGRAMS

## PROVIDER REFERENCE MODULE

# School Corporation Services

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## Revision History

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Version	Date	Reason for Revisions	Completed By
1.0	Policies and procedures current as of October 1, 2015 Published: February 25, 2016	New document	FSSA and HPE
1.1	Policies and procedures current as of April 1, 2016 Published: August 16, 2016	Semiannual update <ul style="list-style-type: none"><li>Updated links throughout the document to the newest version of the <i>School Corporation Medicaid Billing Tool Kit</i></li><li>Added code description for 99600 TM TD, under <a href="#">IEP Nursing Services</a></li></ul>	FSSA and HPE



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# School Corporation Services

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## Introduction

Special education services provided by a public school and contained in an Individualized Education Program (IEP) are exempt from prior authorization (PA) and managed care referral requirements. The IEP serves as prior authorization for the service provided.

**The Indiana Health Coverage Programs (IHCP) enrolls only school corporations recognized and approved by the Indiana Department of Education.** School corporations enrolled as IHCP providers are exempt from requirements to obtain PA to bill for IEP services furnished to a student in Special Education. All services must be billed by the school corporation using the *CMS-1500* claim form or the 837P electronic transaction. For general IHCP billing and claim form completion instructions, see the [Claim Submission and Processing](#) module.

## Covered IEP Services

IHCP-covered IEP evaluation and treatment services are face-to-face, health-related services provided to a student or group of students eligible to receive services under the Individuals with Disabilities Education Act (IDEA). Covered services must be medically necessary, included in the Indiana Medicaid State Plan, and listed in (or required for developing) a student's IEP or Individualized Family Service Plan (IFSP). Examples might include:

- Speech/language pathology and audiology services
- Nursing services provided by a registered nurse (RN)
- Health-related (including mental health) assessments and evaluations
- Physical and occupational therapy
- Psychological testing, evaluation, and therapy services
- IEP-required special transportation services on dates of another covered IEP service

Public school corporations may submit claims to the IHCP for reimbursement of nursing and transportation services provided to IHCP-enrolled students with health-related nursing and transportation needs identified in their IEPs.

Additional information may also be found in [School Corporation Medicaid Billing Tool Kit](#), located on the Indiana Department of Education website at [doe.in.gov](http://doe.in.gov).

## IEP Nursing Services

IHCP reimbursement is available for IEP nursing services rendered by an RN employed by, or under contract with, an IHCP-enrolled school corporation provider when the services are medically necessary, ordered by a physician, and provided pursuant to an IHCP-enrolled student's IEP. The IEP serves as the prior authorization for the IEP nursing services; thus, no additional prior authorization is necessary. School corporations should bill the Current Procedural Terminology (CPT<sup>®1</sup>) code 99600 TD TM – *IEP nursing services, per 15 minutes* and the appropriate number of units based on accurate start and stop times.

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## Units of Time

For IEP nursing services, bill aggregate daily total care time. If total daily care is eight minutes or more, the provider may round the units up to the 15-minute unit of service and bill one unit of 99600 TD TM. If total daily care time is seven minutes or less, the provider cannot round this up and, therefore, cannot bill for it.

## Start and Stop Times

Documentation of IEP nursing services must include the start and stop times for each IEP nursing service provided per date of service.

## Off-Site IEP Nursing Services

Documentation of IEP nursing services provided off-site or during a school field trip must note the place of service and include a description of the beginning and ending dates and times of the school field trip. The student's IEP must specifically authorize the Medicaid-covered IEP service for which there is a documented medical need.

## ***IEP Diabetes Self-Management Training Services***

Coverage and reimbursement of CPT 99600 TD TM includes all services performed in accordance with the scope of practice for a registered nurse. Thus, CPT 99600 TD TM is an all-inclusive code, including, but not limited to, administration of oral medication and nebulizer treatments. The exception is diabetes self-management training (DSMT). If DSMT is provided pursuant to a Medicaid-enrolled student's IEP, the most appropriate procedure code should be billed with the modifier TM to identify it as an IEP-related service.

As with all IEP nursing services, DSMT must be medically necessary and provided pursuant to a Medicaid-enrolled student's IEP. Additionally, all other requirements and guidelines stated in IHCP provider communications, including the *IHCP Provider Reference Modules* and provider banner pages and bulletins available at [indianamedicaid.com](http://indianamedicaid.com), must be met. Further information may also be found in the [School Corporation Medicaid Billing Tool Kit](#), located on the Indiana Department of Education website at [doe.in.gov](http://doe.in.gov).

## ***IEP Transportation Services***

IHCP reimbursement is available for IEP transportation services rendered by personnel who are employed by, or contractors of, an IHCP-enrolled school corporation provider when the services are medically necessary and provided pursuant to an IHCP-enrolled student's IEP. IEP-related transportation services are not covered when provided by a member of the child's family, unless that person is employed by, or a contractor of, the school corporation.

IEP transportation services must be authorized in the child's IEP and must be provided to enable the child to receive another IHCP-covered service identified in the child's IEP. The IEP serves as the prior authorization for the IEP transportation service; thus, no additional prior authorization is necessary.

Additional payment is available for an attendant, subject to the limitations in *Indiana Administrative Code 405 IAC 5-30-8 (1) and (2)*, provided that the student's IEP includes the need for an attendant and that all other IHCP requirements are met.



When billing IEP transportation services, modifier TM must be attached to the end of all transportation billing codes to identify the service as IEP-related. Additionally, school corporations should follow IHCP transportation guidelines and rules, as stated in IHCP banner pages and bulletins and in the [Transportation Services](#) module.

School corporations are exempt from the following transportation guidelines and regulations:

- Prior authorization requirement – The student’s IEP serves as the prior authorization for IEP transportation services; thus, no additional PA is required, regardless of the number of one-way trips.
- Enrollment requirements set out in *405 IAC 5-4-2* – School corporations are exempt from these enrollment requirements when transportation services provided conform to *405 IAC 5-30-11* and requirements set out in *Indiana Code IC 20-27* are met.
- Copayment requirement – Pursuant to federal law, transportation copayments should not be collected by school corporations for members who receive IEP transportation services.
- Member’s signature on documentation – Member’s signature is not a documentation requirement for IEP transportation services. However, school corporations are responsible for all other transportation documentation requirements identified in IHCP bulletins and banner pages and the [Transportation Services](#) module.

Additional information may be located in [School Corporation Medicaid Billing Tool Kit](#), located on the Indiana Department of Education website at [doe.in.gov](http://doe.in.gov).

## Billing Procedures for IEP Services

All IEP services are billed using the *CMS-1500* claim form or 837P electronic transaction.

Because IEP services are carved out of the IHCP managed care programs Healthy Indiana Plan (HIP), Hoosier Care Connect, and Hoosier Healthwise, school corporation providers must submit all claims for IEP services to the following address, and not to the student’s managed care entity (MCE):

**CMS-1500 Claims**  
**P.O. Box 7269**  
**Indianapolis, IN 46207-7269**

Although IEP services are carved out of the IHCP managed care programs, provider cooperation is strongly encouraged to keep the primary medical providers (PMPs) informed of health-related services provided to IHCP-eligible special education students. Arrangements should be made to send progress reports or some other type of documentation to the student’s PMP to promote continuity and quality of care.