

Scotia-Glenville School District
Scotia, New York

March 3, 2023

To: Alexa Schaefer

From: Andrew Giaquinto, Business Manager



Re: Risk Assessment – Corrective Action Plan – Medicaid Audit
Report Date: November 11, 2022

Please see below for the District's response to the Medicaid Audit findings:

Psychological Counseling Services: Contrary to what the report says, we have always had properly licensed social workers with the exception of two who require supervision. The reason the district didn't previously bill for Psychological Counseling Services was by choice or rather misinformation regarding what Medicaid considers to be Psychological Counseling Services. Scotia has been claiming for counseling in the current 22-23 school year. We lost out on some reimbursements back in the fall as the supervision piece took a little bit of time to set up with MOAs.

Session Notes: Unfortunately, select providers are not entering their session notes within the proper timeline of 5 days. The District will issue a reminder email to Speech and Social Workers and let them know that monthly (not quarterly) random reviews will be conducted.

eMedNY Providers: Our process in Scotia is to have each family's physician issue and sign the OT/PT scripts. Social workers and Speech Language Pathologists (SLP) can write their own scripts, but we rely on the student's doctor for OT and/or PT scripts. In several cases, the family doctor is not a registered eMedNY provider. Our proposed resolution to this is to have OT and PT scripts signed by our district physicians. Many districts use their Board approved physicians for this purpose. The doctors come to a district building once a week or every two weeks and sign scripts. This will eliminate the time-consuming task of PPS calling family doctors to obtain scripts and ensures the

district can be reimbursed for services because the district physician is a registered provider in eMedNY.

Board Policy Update: The District is currently working on developing a board policy that provides instructions for administering Medicaid reimbursement. This will be brought to the policy committee for review. Upon their recommendation, it will be brought to the Board of Education for approval.

Lifetime Medicaid Consent: This wasn't mentioned in the audit, but Scotia is losing out on 80-100k because we don't have students' lifetime consents on file. The PPS Department has been working on securing these consents since September. They started with a letter to all families followed up with phone calls, emailing the consent forms, sending the consent forms through Frontline's Collaboration Portal for an e-signature, and sending the forms to teachers to print and send home in children's book bags. They have established a new process where the Medicaid consent form is mailed home with special education consent paperwork when students are first classified or found eligible for special education services. Home visits may be the next step to secure the missing lifetime consents.

Thank you.