

## School-Based Services Guidelines: Providing and Billing Covered Medicaid Services Provided by the School Nurse

The Individualized Education Program (IEP) is the document developed by the school for a school child who is eligible for special education. This document is created by a multidisciplinary team that includes, but is not limited to the parent, special education professionals, the child's teacher(s), and other team members with knowledge of the services and school system (e.g., the child's Primary Care Provider (PCP) when appropriate). This planning is done at least annually or more frequently if needed.

The IEP documents the annual plan of supports and services necessary to meet the educational needs of a child with disability to ensure they receive a free and appropriate public education (FAPE). This includes a statement of the child's present levels of educational performance, measurable annual goals, a description of how the child's progress will be measured toward the annual goals, the special education and related service, and other supplementary aids and supports necessary to advance appropriately toward attaining the annual goals and to be involved in and make progress in the general education curriculum. In addition to the educational components, the plan may include any medical or behavioral supports that are needed. Once the IEP for medically necessary, covered services is reviewed and agreed upon and parental consent is obtained, the plan is implemented. Medically necessary medical or behavioral services may be covered services and eligible for reimbursement by the child's TennCare Medicaid plan.

An Individual Health Plan (IHP) is a health care plan developed by a registered nurse for children with acute or chronic health issues. Parents and other health care providers involved with the child participate in the development and approval of the plan. The IHP should be developed using the five sequential steps of the nursing process: assessment, diagnosis, planning, implementation, and evaluation.

In accordance with State Board of Education Rules 0520-01-13-.01(3)(b), the IHP shall include:

1. Emergency care procedures;
2. A nursing assessment;
3. Physician's orders; and
4. Parental authorization

This document describes the guidelines for obtaining TennCare Medicaid reimbursement for medically necessary covered school-based nursing services as required by the IEP and as allowable by TennCare through the Individual Health Plan (IHP):

1. The billable services below are performed by the school nurse and shall be ordered by the primary care provider (PCP) or the child's treating provider. In addition to the supervision required for the performing school nurse, as described in section 4a (ii) below, the school nursing program shall have a physician to clinically supervise the physician assistant or nurse practitioner in accordance with the Tennessee Board of Nursing Rules and Regulations and T.C.A., Title 63.
2. The school nurse will meet the clinical and licensing requirements, as required by the Tennessee Department of Health, as well as the training required to perform these services in the school setting.

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3. The school will maintain policies and procedures for the provision and documentation of the services listed in the table below.
4. The following are the guidelines for billing:
  - a. Use 99211 with POS 03 as the daily billable CPT code, to include a global fee.
    - i. School nursing services eligible for reimbursement, as denoted by (Y) in the table below, are restricted to medically necessary covered services included in the IEP or IHP, as applicable.
    - ii. Medically necessary, covered services in the IEP or IHP that are ordered by the PCP or treating provider may be reimbursed. The IEP or IHP alone does not satisfy requirements for Medicaid reimbursement. Services are performed by the school nurse, under the clinical supervision of an in-network Physician, Physician's Assistant, or Nurse Practitioner licensed through the Tennessee Department of Health. Clinical supervision does not require the continuous and constant presence of the clinical supervisor; however, the clinical supervisor must always be available for consultation or shall arrange for a substitute provider to be available. Services are performed pursuant to the student's primary care provider's (PCP) or the child's treating provider's order.
    - iii. The supervising Physician, Physician's Assistant, or Nurse Practitioner shall serve as the rendering provider on the claim, as the school nurse is not credentialed and cannot contract with the MCOs as a network provider.
    - iv. Administrative services are not billable services
  - b. The billable items in the table below include the code to be used for the services.
  - c. TennCare MCOs will contract with any school district(s) that seek(s) to contract with the MCOs, based on the MCOs' standard reimbursement rates, to receive reimbursement for medically necessary, covered services in the IEP or IHP that are ordered by the PCP or treating provider and provided in a school setting.
  - d. The MCOs will monitor claims and will retrospectively audit claims for appropriate claims billing and the presence of a valid Provider order to ensure school-based providers are submitting claims appropriately.
  - e. The MCOs will document these guidelines in their MCO Provider Manual.

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<b>Service</b>	<b>If Billable, use corresponding CPT Code: 99211, POS 03 <i>Note: This code is a global encounter code, billable once per day and includes ALL services received</i>  Billable (Y) / Non-Billable (N)</b>
Assessment and Treatment of acute and chronic illnesses	Y
Blood glucose monitoring and testing	Y
Vital sign monitoring	N
Tracheostomy care and suctioning	Y
Colostomy care	Y
Catheterization	Y
Administration of oral medication – per tube	Y
O2 saturation monitoring (pulmonary and/or cardiac disease)	Y
G-Tube feeding	Y
Wound care	Y
Nebulizer treatment	Y
Postural drainage	N
Medication administration for medically fragile students as identified in IEP or IHP	Y
Development, implementation of Individual Health Plan (IHP)	N
Evaluation of Nursing service in the Individualized Education Program (IEP)	N

**Timely Filing for IEP and IHP Services**

School Districts must submit claims with any required documentation within 365 days of the date of service for all IEP and IHP services. Any claims submitted outside of the 365-day timeframe will be denied for timely filing. Corrected claims must be submitted within sixty (60) days from the date of denial or three hundred and sixty-five (365) days from the date of service, whichever is later.