

To:

School-Based
Services
Providers

HMOs and Other
Managed Care
Programs

School-Based Services Transportation Reimbursement Changes

Effective for dates of service on and after September 1, 2005, Wisconsin Medicaid will reimburse school-based services (SBS) providers for transportation services based on a per-trip rate. Wisconsin Medicaid will no longer reimburse transportation services based on a daily rate.

Also, SBS providers are required to document *each trip* for a child who receives school-based transportation services and retain that documentation in the child's record.

Per-Trip Billing Required for Transportation Services

Effective for dates of service (DOS) on and after September 1, 2005, Wisconsin Medicaid will reimburse school-based services (SBS) providers for transportation services based on a per-trip rate rather than a daily rate. This reimbursement change is based on Centers for Medicare and Medicaid Services (CMS) requirements for Medicaid SBS providers.

Trip Base Rate Includes First 10 Miles

Effective for DOS on and after September 1, 2005, the per-trip base rate includes the first 10 miles of the trip. School-Based Services

providers are required to continue to use Healthcare Common Procedure Coding System (HCPCS) procedure code T2003 (Non-emergency transportation; encounter/trip) with modifier "TM" (Individualized education program [IEP]) on claims for transportation services. The unit rate for procedure code T2003 will be \$15.10 to reflect the change from a daily rate to a per-trip rate.

Refer to Attachment 1 of this *Wisconsin Medicaid and BadgerCare Update* for the procedure codes, procedure code descriptions, and reimbursement rates used for per-trip reimbursement.

Indicating Mileage Over the 10-Mile Base Rate

Providers should continue to use HCPCS procedure code A0425 (Ground mileage, per statute mile) with modifier "TM" to indicate mileage over the 10 miles included in the per-trip base rate.

Refer to Attachment 2 for billing examples using the per-trip rate.

Documentation Requirements

Effective for DOS on and after September 1, 2005, SBS providers are required to include all of the following information in the record of each child who receives school-based transportation services for *each trip*:

- The child's first and last name and date of birth.
- The general service category (transportation).
- The DOS that school-based transportation services were provided.
- Documented verification that the child was in school and received a school-based service other than transportation on the date the transportation was provided.

Note: It is critical that providers verify that a recipient received a school-based service on a particular day before billing for transportation services for that day.

- The total number of miles, only when seeking reimbursement for more than the 10-mile per-trip base rate. The provider will need to use procedure code A0425 in addition to T2003 for claims.
- The pick-up and drop-off locations, only when seeking reimbursement for more than the 10-mile per-trip base rate for that day. If the locations are home or school, these can be described in general terms, such as "home to school" or "school to home." If the school-based service is at a place other than the school, a more specific description including the name of the facility and street address is required.

This information may be included in the trip log.

Providers are not required to submit this documentation to Wisconsin Medicaid. Hard copies of this documentation should be readily available or easily attainable upon request by Wisconsin Medicaid for audit purposes.

The previously mentioned documentation requirements reflect current Medicaid policy, except that the documentation is per trip.

School-Based Services Covered Transportation Policy

Refer to Attachment 3 for the CMS SBS-covered transportation policy for the requirements to submit claims for school-based transportation services. The policy is taken verbatim from the School-Based Services Handbook.

Information Regarding Medicaid HMOs

This *Update* contains Medicaid policy and applies to providers of services to recipients enrolled in both HMOs and fee-for-service Medicaid.

The *Wisconsin Medicaid and BadgerCare Update* is the first source of program policy and billing information for providers.

Although the *Update* refers to Medicaid recipients, all information applies to BadgerCare recipients also.

Wisconsin Medicaid and BadgerCare are administered by the Division of Health Care Financing, Wisconsin Department of Health and Family Services, P.O. Box 309, Madison, WI 53701-0309.

For questions, call Provider Services at (800) 947-9627 or (608) 221-9883 or visit our Web site at dhfs.wisconsin.gov/medicaid/.

PHC 1250

ATTACHMENT 1

School-Based Services Procedure Codes for Per-Trip Reimbursement

Effective for dates of service on and after September 1, 2005, Wisconsin Medicaid will reimburse school-based services providers for transportation services based on a per-trip rate. The following table lists the procedure code information that providers use when submitting claims for per-trip reimbursement.

Code	Description	Criteria	Units	Unit Rate	Reimbursement (Federal Share) Paid 9/1/05 to 9/30/05	Reimbursement (Federal Share) Paid on and After 10/1/05
T2003	Non-emergency transportation; encounter/trip	Use when documenting each Medicaid-covered trip. The base rate includes the first 10 miles of the trip.	1 trip = 1 unit	\$15.10	\$5.28	\$5.22
A0425	Ground mileage, per statute mile	Use when documenting all miles over the 10-mile trip base rate.	1 unit = 1 mile	\$3.44	\$1.21	\$1.19

ATTACHMENT 2

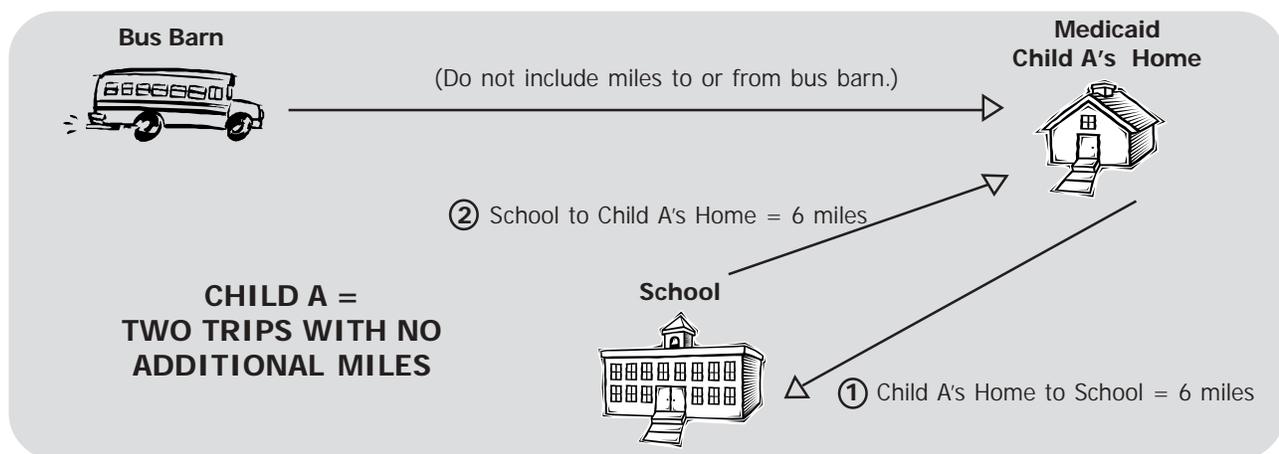
Examples of Trip Base Rate and Mileage Reimbursement

The following examples illustrate how providers can bill for various transportation services' trip lengths.

Child A — Trips Less Than 10 Miles

1. A school-based service other than transportation is provided at school. The bus travels to pick up Child A at home and transports Child A six miles to school.
2. The bus transports Child A six miles from school to home.

The total trips for Child A are two trips or two units. Since each trip is less than the 10 miles included in the base rate, the provider may use procedure code T2003 — trip base rate (two units).

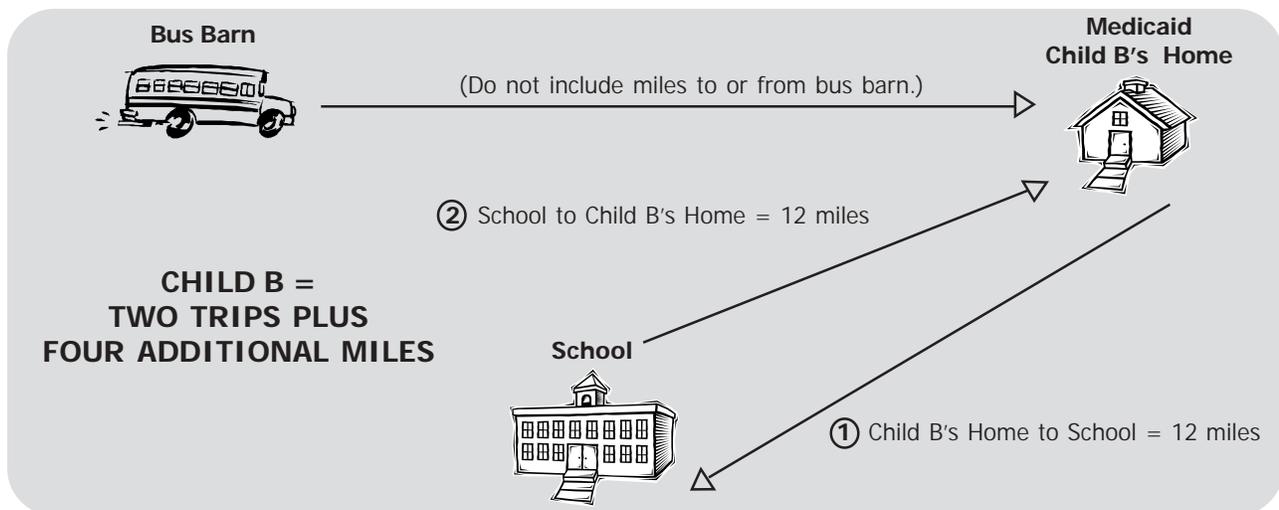


Child B — Trips More Than 10 Miles

1. A school-based service other than transportation is provided at school. The bus travels to pick up Child B at home and transports Child B 12 miles to school.
2. The bus transports Child B 12 miles from school to home.

The total trips for Child B are two trips or two units. Since each trip exceeds the 10 miles included in the base rate by two miles, the provider may use the following procedure codes:

- Procedure code T2003 — trip base rate (two units).
- Procedure code A0425 — two miles over each trip base rate (four units).



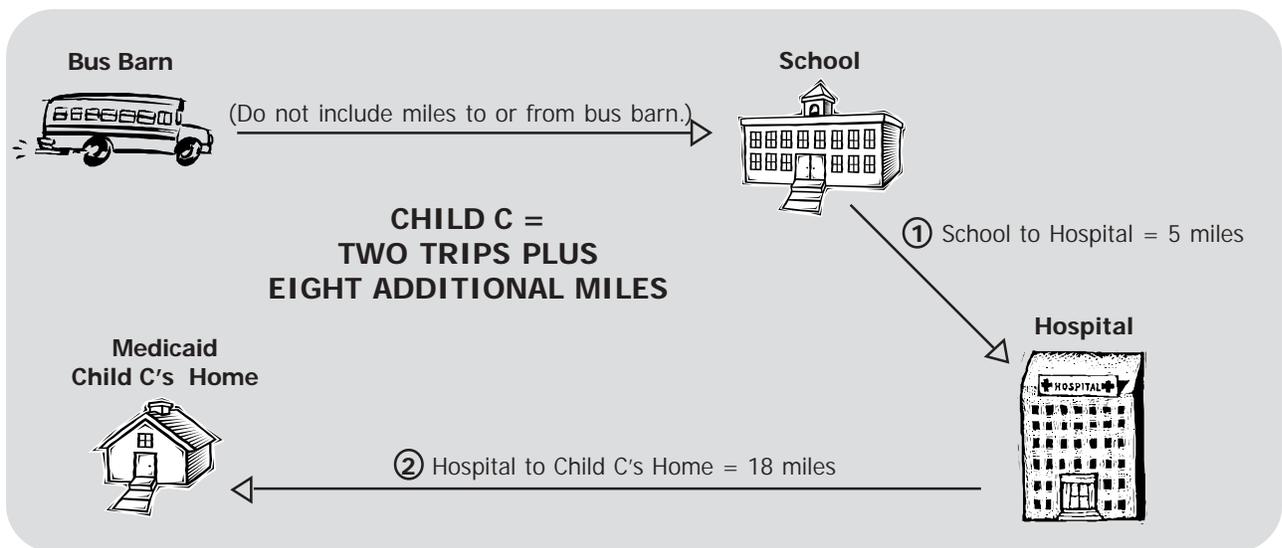
Child C — Other Trips: Example Includes Travel to Non-School-Based Service Site

1. A school-based service other than transportation is provided at the hospital. The bus travels to school and picks up Child C. The bus transports Child C five miles from school to the hospital.
2. The bus transports Child C 18 miles from the hospital to home.

The total trips for Child C are two trips or two units. Only one trip exceeds the base rate. Since trip two is 18 miles (eight more than the 10 miles included in the base rate), the provider may use the following procedure codes:

- Procedure code T2003 — trip base rate (two units).
- Procedure code A0425 — eight miles over the trip base rate (eight units).

Note: In this example, the provider can only be reimbursed for transportation from the school to the hospital and for the trip from the hospital to home. The provider cannot be reimbursed for transportation from home to school because no Medicaid-covered school-based service was provided at the school.



ATTACHMENT 3

Centers for Medicare and Medicaid Services

School-Based Services-Covered Transportation Policy

In August 2001, the Centers for Medicare and Medicaid Services approved Wisconsin Medicaid's State Plan regarding covered school-based services (SBS) transportation policy. The following is Medicaid's SBS State Plan language:

Transportation Policy

Transportation to School and from School

A child's transportation to and from a school certified as an SBS provider is a covered service only if all the following conditions are met:

- The child receives a covered school-based service identified in the child's Individualized Education Plan (IEP) at the school on the day the transportation is provided.
- The SBS provider is financially responsible for providing the transportation.
- The child's medical need for the particular type of transportation is identified in the child's IEP.
- One of the following:
 - ✓ The vehicle is equipped with and the child requires a ramp or lift.
 - ✓ An aide is present and the child requires the aide's assistance in the vehicle.
 - ✓ The child has behavioral problems that do not require the assistance of an aide but that preclude the child from riding on a standard school bus.

Off-Site Transportation

A child's transportation to and from a site other than the child's "home" school is a covered service only if all the following conditions are met:

- The child receives a covered school-based service identified in the child's IEP at the site on the day the transportation is provided.
- The SBS provider is financially responsible for providing the transportation.
- One of the following:
 - ✓ Transportation is from the school to an off-site provider and back to school or home.
 - ✓ Transportation is between home and a "special school." A special school is a school that requires that a child have a disability in order to be enrolled, including, but not limited to, the Wisconsin School for the Deaf or the Wisconsin School for the Visually Handicapped, as defined in ch. PI 12, Wis. Admin. Code.