

Affected Programs: BadgerCare Plus, Medicaid
To: School-Based Services, HMOs and Other Managed Care Programs

Attendant Care Services Reimbursable Under School-Based Services

This *ForwardHealth Update* is to notify all Medicaid-certified school-based services (SBS) providers that attendant care services provided in schools to students who are enrolled in Medicaid and BadgerCare Plus who have documented needs for the services in their Individualized Education Program are reimbursable under the SBS benefit effective January 1, 2009. This *Update* includes information regarding coverage, documentation requirements, and claim submission.

Effective for dates of service on and after January 1, 2009, attendant care services provided in schools under a valid Individual Educational Program (IEP) are reimbursable to school-based services (SBS) providers. ForwardHealth is adding attendant care services to maximize reimbursement for school districts. Attendant care services are covered when provided to a member enrolled in the BadgerCare Plus Standard Plan, the BadgerCare Plus Benchmark Plan, or Medicaid and provided by a licensed special education program aide and billed by a Medicaid-certified SBS provider. The BadgerCare Plus Core Plan for Adults with No Dependent Children does not cover SBS.

Covered Attendant Care Services

Attendant care services include a range of human assistance provided to students with a disability and/or chronic condition. The assistance enables them to accomplish tasks in the educational setting that they would normally do for themselves if they did not have a

disability or chronic condition. Assistance may be in the form of hands-on assistance (i.e., actually performing an attendant care task for the student) or cuing the student so that he or she performs the task by himself or herself. Such assistance most often relates to performance of activities of daily living (ADLs). Instrumental ADLs (IADLs) may also be covered provided that they are listed in the IEP and are not academic in nature. Instrumental ADLs may also be covered provided that they are related to functional goals and needs of students and are provided to a student as a district implements the student's IEP.

The following attendant care services are reimbursable under the SBS benefit when claims are submitted by Medicaid-certified SBS providers:

- Eating (including food purchasing and preparation).
- Routine personal hygiene (e.g., hand washing, brushing teeth, combing hair, grooming, and showering).
- Dressing.
- Toileting.
- Transferring.
- Routine care of personal assistive devices (e.g., eyeglasses, wheelchairs, communication boards).
- Supervision and cuing of activities.

The services of a bus aide during transportation are not covered as attendant care services. Skilled services that

may be performed only by a health professional are not services covered as attendant care services under SBS.

Note: Providers are reminded that ForwardHealth does not reimburse for duplicate services.

Refer to Attachment 1 of this *ForwardHealth Update* for more information on covered attendant care services.

Documentation Requirements for Attendant Care

For students who receive attendant care services, which now may be reimbursed under SBS, the student's current IEP is sufficient to demonstrate their need for attendant care services. The need for attendant care services is considered documented in the IEP if the IEP contains the following information:

- Statement of present levels of academic achievement and functional performance.
- Statement of measurable goals.
- Statement of special education and related services and supplementary IADS and services.
- Explanation of the extent, if any, to which the child will not participate with nondisabled children in the regular class or the transition plan.

The term "attendant care services" is not required to appear in the IEP. An SBS provider may submit claims for the services when the need of such services is documented in the IEP.

Providers are required to maintain daily documentation for attendant care services and the daily documentation must match the data billed on claims, including the units. The daily documentation must include the following:

- The student name.
- The member identification number.
- The date of service.
- The attendant care worker(s) name, signature, and date of signature.

- The start time and end time of each attendant care worker(s) shift.
- The services provided during each shift.
- Total minutes and units billed to Medicaid or BadgerCare Plus.

Attendant care services daily documentation must be kept for at least *five years*, regardless of other requirements set by the Department of Public Instruction.

Refer to Attachment 2 for an example of daily documentation for attendant care services.

Submitting Claims

Claims for attendant care services must be submitted with procedure code S5125 (Attendant care services; per 15 minutes) with modifier "TM" (Individualized Education Program [IEP]). A quantity of one unit equals 15 minutes. The SBS provider reimbursement rate for procedure code S5125 is \$1.45 per units billed (retroactive to January 1, 2009). If multiple students receive care from a single attendant, total units billed should not exceed total time worked by the attendant for that particular service. Refer to the School-Based Services area of the ForwardHealth Online Handbook for claim submission procedures and SBS rounding guidelines at www.forwardhealth.wi.gov/.

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

Wisconsin Medicaid, BadgerCare Plus, SeniorCare, and Wisconsin Chronic Disease Program are administered by the Division of Health Care Access and Accountability, Wisconsin Department of Health Services (DHS). The Wisconsin Well Woman Program is administered by the Division of Public Health, Wisconsin DHS.

For questions, call Provider Services at (800) 947-9627 or visit our Web site at www.forwardhealth.wi.gov/.

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ATTACHMENT 1

Covered Attendant Care Services

A student may be physically capable of performing activities of daily living (ADLs) and instrumental ADLs (IADLs) but may have limitations in performing these activities because of a cognitive impairment. Attendant care services may be required because a cognitive impairment prevents a student from knowing when or how to carry out the task. For example, an individual may no longer be able to dress without someone to cue her or him on how to do so. In such cases, attendant care services may include cuing, along with supervision to ensure that the individual performs the task properly.

Examples of ADLs include eating, hygiene, dressing, toileting, transferring, and maintaining continence. Also, ADLs may include assistance with mobility services (i.e., the ability to move between locations in the individual's environment).

Instrumental ADLs capture more complex life activities and must be listed in the student's Individual Educational Program (IEP) and not academic in nature. Instrumental ADLs may also be covered provided that they are related to functional goals and needs of students and are provided to a student as a district implements the student's IEP.

Attendant care services can be provided on a continuing basis or on episodic occasions. They may be provided in an individual or group setting. They include attendant care services provided in the school setting, services provided in order for the student to participate in extracurricular school activities and services associated with homebound instruction.

Attendant care services can be provided through total or partial physical assistance; prompting or cuing the student to complete the task; or redirection, monitoring, and observation that are medically necessary and an integral part of completing an attendant care service. Observation and monitoring and redirection and intervention may be appropriate for a behavior that interferes with the completion of an ADL or IADL, such as withdrawal or unusual and repetitive habits; behavior that is socially offensive; behavior that will, or has the potential to, cause injury to the student and/or others; and behavior that will, or has the potential to, cause damage to property.

ATTACHMENT 2

Example of Daily Documentation for Attendant Care Services

(An example of daily documentation for attendant care services may be found on the following page.)

The attached form is an example of the daily documentation required for school-based services attendant care services. Providers may modify this example to list the types of attendant care services indicated in each student's Individual Educational Plan but the daily documentation must include the documentation requirements as listed in the Online Handbook.

School-Based Services Attendant Care Daily Documentation

Only activities included in the IEP should be included for billing.

The daily record should reflect the activities identified in the IEP.

Student Name		Jane Jones		
Student ID #		1234567890		
Date of Service		November 9, 2009		
Attendant(s) Name(s)		John Dunn	Mary Smith	
Start Time		7:45 AM	12:00 PM	
End Time		12:00 PM	3:30 PM	
Attendant Care Activities Provided				
Eating				
Breakfast				
Meal purchasing				
Cutting and serving food				
		X		
Lunch				
Meal purchasing				
Cutting and serving food				
			X	
			X	
Routine Personal Hygiene				
Combing hair				
		X		
Brushing teeth				
		X	X	
Washing hands (not related to toileting)				
		X	X	
Washing hands (not related to toileting)				
			X	
Washing hands (not related to toileting)				
			X	
Washing face				
		X	X	
Showering after PE				
			X	
Dressing/Undressing				
Outerwear				
		X	X	
Outerwear				
		X	X	
Clothing for school activities				
			X	
Toileting (includes related dressing and hygiene)				
Toileting				
		X	X	
Toileting				
		X	X	
Toileting				
			X	
Routine care of personal assistive devices				
Clean eyeglasses				
		X	X	
Supervision and cueing of covered activities				
Eating breakfast				
		X		
Eating lunch				
			X	
Transferring from room to room				
		X		
Transferring from room to room				
		X		
Transferring from room to room				
			X	
Transferring from room to room				
			X	
Transferring from room to room				
			X	
Individual Attendant's Time		100 min.	160 min.	
Total number of minutes for services provided:		260		
Total number of units billable to Medicaid and BadgerCare Plus		18		
Comments (attendant should initial):				
Signature: _____		Date: _____		
Signature: _____		Date: _____		