



# COLORADO

## Department of Health Care Policy & Financing

### School Health Services Program News

Our newsletter is a Department of Health Care Policy & Financing (HCPF) publication that provides information on the School Health Services (SHS) Program. The Colorado SHS Program is administered by HCPF in collaboration with the Colorado Department of Education (CDE). Providers participating in the program may receive federal matching funds for amounts spent in providing health services through the public schools to students who are receiving Health First Colorado (Colorado's Medicaid program) benefits.

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## Save the Date - School Health Services (SHS) 2023 Annual Training

Registration for the 2023 Medicaid School Health Services Program Annual Training is now open. Registration links are on the [HCPF website](#).

We will be hosting three all day, in-person sessions in different areas of the state. We highly recommend that all personnel involved in the SHS administration and reporting, such as Medicaid coordinators, from every district attend one of the in-person sessions *or* each of the virtual training components.

[Register for in-person trainings](#)

South – Colorado Springs	Metro - Denver/Aurora	West – Glenwood Springs
July. 31, 2023	Aug. 1, 2023	Aug. 3, 2023
9:00am – 5:00pm	9:00am – 5:00pm	9:00am – 5:00pm
Sand Creek Library	Lowry Conference Center	Morgridge Commons
1821 S. Academy Blvd	1061 Akron Way	815 Cooper Ave
Colorado Springs, CO 80916	Denver, CO 80230	Glenwood Springs, CO 81601

The Department does recommend attending annual training in person; however, we will have five virtual sessions broken out by the various components of the program. The information for the virtual sessions are below.

[Register for virtual training sessions](#)

Tuesday, August 8, 2023	
9:30-11:00am	Department/CDE Updates
1:00-2:30pm	Random Moment Time Study
Wednesday, August 9, 2023	
9:30-11:00am	Medicaid Administrative Claiming
1:00-2:45pm	Annual Cost Report
Thursday, August 10, 2023	
9:30-11:00am	Program Compliance

## Program Components

### Free Care Reimbursement

Fiscal Year (FY) 2021-22 was the second year Free Care was included in the annual cost settlement calculation. In FY 2021-22 Free Care resulted in an additional \$5.2 million in reimbursement for 58 districts. This is a \$2.5 million increase compared to FY 2020-21 which was the first year Free Care was included in the annual cost settlement calculation. As a reminder, because Free Care was implemented on Oct. 1, 2020, only 75% of reported direct medical costs were included in the FY 2020-21 Free Care calculation. The FY 2021-22 annual cost report and cost settlement included 100% of reported direct medical costs in the Free Care calculation.

### Preparing for October - December (OD23) 2023

There is no time study in July-September (JS). Only vacancies and direct replacements can be made in the JS quarter.

Coordinators are expected to get ready for the OD23 quarter, which will open in August. It is important to work with your human resources department when completing your Staff Pool List (SPL). Larger changes are expected to be made to the SPL at the end of the school year due to staffing changes.

Public Consulting Group (PCG) recommends sending the RMTS-At-A-Glance resource, located on the homepage of the PCG Claiming System, to providers on your SPL **before** certifying. This allows you to discover undeliverable email addresses that contain typos or belong to providers who have left the district. This tool also makes potential participants aware of the Random Moment Time Study (RMTS) program.

### Justifying End of School Year Moments




If a provider has left for the school year and has an active, unexpired moment, you can justify it as **paid/unpaid** in the moment section of the PCG System. These justified moments will not count against your compliance.

To justify end of the school year moments:

1. In the PCG Claiming System, from the green action bar, select 'All' from the Moments option.
2. Locate the providers who were assigned moments after the start of their summer break and who will not be able to respond.

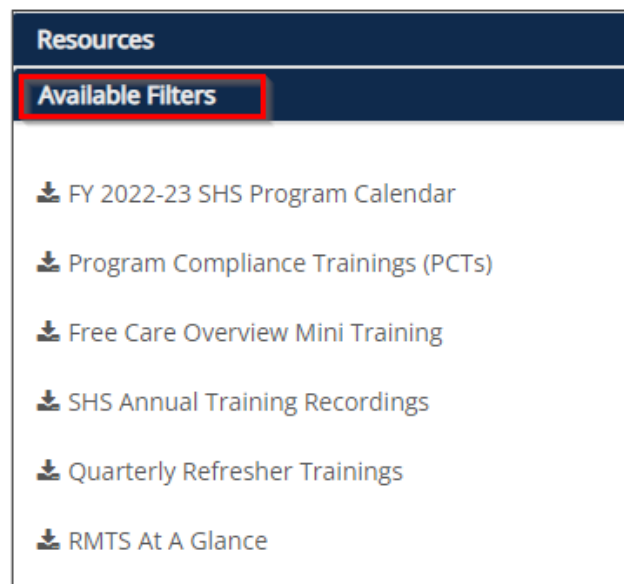
3. Click the carrot option on the action gear to the right of the provider's name (see below)

4. After selecting 'No Work,' answer the paid/unpaid question to justify the moment appropriately.

Moment ^	Submit	Action
02/07 9:20AM (MST)	02/07 11:01AM (MST)	
02/07 9:24AM (MST)	02/08 8:45AM (MST)	
02/07 12:04PM (MST)	02/07 12:09PM (MST)	
02/07 1:29PM (MST)	02/07 1:52PM (MST)	
02/07 3:49PM (MST)	02/08 7:57AM (MST)	
02/08 9:18AM (MST)		
02/08 11:14AM (MST)		 No Work
02/08 11:36AM (MST)		 Notify

### PCG Claiming System Highlight

Throughout each fiscal year, PCG continuously evaluates enhancements to the PCG Claiming System. As the amount of available SHS program resources continues to grow and be placed under the 'Resources' section of the PCG Claiming System, PCG has created an available filter dropdown for this section:



Once the 'Available Filters' option is selected, you will see a dropdown for a category and another for a Fiscal Year filter (past trainings). One or both filters can be applied, but at this time PCG will primarily be using the category filter.

## HCPF Updates

The Centers for Medicare and Medicaid Services (CMS) Guidance on School Based Services

On Thursday, May 18, 2023, the highly-anticipated [Comprehensive Guide to Medicaid Services and Administrative Claiming](#) was released. Here are additional links to fact sheets and other resources:

[Proposed rule on parental consent \(ED\)](#)

[Fact Sheet](#): Delivering Service in School-based Settings: A Comprehensive Guide to Medicaid Services and Administrative Claiming

[Press Release](#): Biden-Harris Administration Takes Action to Help Schools Deliver Critical Health Care Services to Millions of Students

[CMCS Informational Bulletin](#): Information on School-Based Services in Medicaid: Policy Flexibilities and Guide on Coverage, Billing, Reimbursement, Documentation and School-Based Administrative Claiming

We are currently in the process of reviewing the guidance and determining the impact, if any, on the Colorado School Health Services Program. Please send any questions from your district/BOCES to us and we will address in the coming weeks.

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## Stakeholder Updates

We are excited to announce our stakeholder representatives for FY 2023-24. Your stakeholders represent district regions across the state. They look forward to hearing your ideas for program improvement and questions regarding the implementation of program requirements. We encourage you to connect with your stakeholders during annual training and throughout the year. Look for communications and feel free to reach out to them directly so that they may best support their member districts. We will be looking to fill several vacancies in our stakeholder regions whose terms have expired as we close out FY 2022-23.

<b>Metro Region</b>	<b>Home District</b>
Lynda Keeley	Cherry Creek
Marie LeBlanc	Englewood Schools
Nancy Bunjes	Adams 12 Five Star
<b>North Central Region</b>	<b>Home District</b>
Gary Galvin	Weld 6
<b>Northwest Region</b>	<b>Home District</b>
Hattie Pinkston	La Plata 9-R
Eva Geske	Mesa County Valley
<b>Pikes Peak Region</b>	<b>Home District</b>
Sheryl Pixley	El Paso 49
Leslie Burdekin	Pikes Peak BOCES
Michelle Camille	Pueblo School District 60
<b>West Central Region</b>	<b>Home District</b>
Eva Geske	Mesa County Valley
<b>Southwest Region</b>	<b>Home District</b>
Marlee Hart	Archuleta/Dolores/Montezuma-Cortez/San Juan BOCES
<b>Southeast Region</b>	<b>Home District</b>
Jessie Wallace	Otero 1 - East Otero
<b>Community Partners</b>	<b>Representing</b>
Joe Kinney	Kinney & Associates
Jason Ambrose	The Consortium
Aurora Villarreal	Frontline

Stakeholder meetings occur three times a year and include representatives from HCPF, the Colorado Department of Education (CDE), PCG, and stakeholder representatives from across Colorado including community partners. More information regarding the Stakeholder Forum is on the [Stakeholder Forum website](#).

We checked on the next phase of [National Provider Identifier \(NPI\) Ordering, Prescribing, and Referring \(OPR\) Claim Identifier Project](#) during our April stakeholder meeting. Stakeholder feedback from that meeting is being added to feedback already gathered for the project implementation guide. At our upcoming annual training sessions, we will provide an overview of the next phase of this requirement. When annual training is complete, the most updated version of the guide will be shared with all participating districts/BOCES to begin implementation of this phase. Thank you to our FY 2022-23 stakeholders for providing this valuable feedback and for all your support throughout the year.

We also discussed what resources can be provided to districts/BOCES at annual training and outreach efforts around the public health emergency (PHE) unwind. There are many different approaches to family outreach including robocalls, flyers, and social media. Please reach out to your stakeholder representative and visit the [PHE planning website](#) for more outreach resources and ideas.

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## COVID-19 Public Health Emergency Planning Update

The COVID-19 public health emergency (PHE) ended on May 11, 2023. To learn more

about flexibilities that have been made permanent and those that are changing, go to [Overview of COVID-19 Emergency Federal Flexibilities Colorado Medicaid](#). This webpage features a chart of what flexibilities HCPF requested, what was used, what policy changes were made permanent and what will be changing at the conclusion of the PHE. During the COVID-19 pandemic, HCPF stopped disenrolling people who no longer qualified for Health First Colorado and Child Health Plan *Plus* (CHP+). Colorado is returning to regular eligibility renewal processes for Health First Colorado and CHP+ members, with renewals due in May. Not all members will be renewed at the same time. The renewal redetermination process will continue month by month, through April 2024 for all 1.75 million members. Each member's renewal month will align with their already established annual renewal month.

Members may receive a renewal packet that must be completed, signed and returned. **Members who fail to fill out necessary information may lose their benefits.** We know that many people have moved during the pandemic. It is crucial that we have correct addresses so that members get the information they need to keep or change their coverage.

**Please help us spread the word to Health First Colorado (Colorado's Medicaid program) and Child Health Plan *Plus* (CHP+) members to get ready for renewals.**  
**Resources**

### Resources

HCPF has developed partner toolkits with information and member-facing messaging about this important topic. [Update Your Address](#), [Understanding the Renewal Process](#) and [Take Action on Your Renewal](#) toolkits all include resources to help members take action to keep their coverage. A new joint webpage [KeepCOCovered.com](#) includes partner resources and information for those who may need to transition to other coverage.

Posters informing parents and caregivers [How to apply for Health First Colorado](#) and reminding those that are already enrolled to [Get Ready for Renewals](#), are available in English and Spanish to print and hang in public areas.

### How to Stay Informed

The [Public Health Emergency \(PHE\) Planning Resource Center](#) will be updated as new information about the end of COVID-19 public health emergency and other COVID-19 policy evolves. To stay informed about the latest updates, sign up for the [COVID-19 public health emergency updates monthly newsletter](#).

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## SHS Office Hours

On Wednesday, April 5, CDE and HCPF began hosting monthly office hours for any current school district/BOCES staff who would like to attend. Office hours are held on the first Wednesday of each month at 1 p.m. to address questions related to the SHS program. Questions can be asked during office hours or submitted anonymously beforehand using [this survey](#). Please forward the google invite to support staff who have recently joined the program and are interested in attending. You must register in advance of each session [using this link](#). We look forward to seeing you at our next monthly office hours.

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## National Alliance for Medicaid in Education (NAME)

Registration is now open! Be sure and grab your spot at the [21st Annual NAME Conference](#) in Dallas, TX! The NAME Conference is a great opportunity to learn more about school-based Medicaid at the state and national level, engage with federal partners, and network with other school-based Medicaid professionals from around the country that share your job!

Colorado continues to have strong representation on the NAME Leadership Team! NAME is pleased to welcome Olga Gintchin from HCPF and Marie LeBlanc from Englewood Schools as new committee chairs. If you want to be involved with NAME's committees, please email [info@medicaidforeducation.org](mailto:info@medicaidforeducation.org).

Shannon Huska, Region 3 State Medicaid Agency Representative  
Olga Gintchin, Membership Committee Chair  
Marlee Hart, NAME Secretary & Communication Committee Chair  
Marie LeBlanc, NAME Program Committee Chair

## Colorado Department of Education Updates

### Local Services Plan (LSP) Changes in Deadline

Because of the extraordinary circumstances caused by the global pandemic, we had previously extended the deadline for submission of the LSP from June 30 to Aug. 31. This decision was taken to accommodate the operational challenges experienced by many during difficult times. With the end of the COVID-19 public health emergency, we are returning to our original submission schedule.

The new submission deadlines for future Local Services Plans will be two-fold in the expiration year of a district/BOCES LSP:

- **Initial review deadline:** June 15, or the next business day if on a weekend
- **Final LSP submission deadline:** June 30, or the next business day if on a weekend

The first districts/BOCES to be affected by this change will be those with LSPs ending in 2024 ([2019-2024 cohort](#)). So, if your LSP ends on June 30, 2024, a new LSP will be due on Monday, July 1, 2024. Districts/BOCES will receive an email containing an updated LSP template 12-months before the expiration of their LSPs.

Please note, this does not affect LSPs ending in 2023 ([2018-2023 cohort](#)). These LSPs are still due on Aug. 31, 2023.

### Upcoming Deadlines

If your Local Services Plan expires on June 30, 2023, a new five-year plan is due by the deadline on **Thursday, Aug. 31, 2023**. Districts/BOCES have the option to submit early. Please contact Omar Estrada ([Estrada\\_O@cde.state.co.us](mailto:Estrada_O@cde.state.co.us)) for any questions or LSP draft review requests.

### Need to meet?

If you would like 1:1 support on reimbursement spending, the Local Services Plan (LSP) or the reimbursement spending report, feel free to [schedule a help session](#) or email [Omar Estrada](#).

All CDE School Health Services Program support documents, as well as links to LSP documents and reimbursement spending report, are on the [CDE School Health Services website](#).

## Key Dates

FY 2022-2023 Stakeholder Dates

## Fiscal Year (FY) 2023-24 Stakeholder Dates:

Oct. 12, 2023

Jan. 11, 2024

April 11, 2024

All meetings will be via Zoom & In-Person  
9 a.m. - 12 p.m.  
In person location TBD

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### Random Moment Time Study

Aug. 1, 2023

October- December 2023 (OD23) SPL and calendars will open

Aug. 31, 2023

OD23 certification is due

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### Quarterly Cost Report

July 3, 2023

April - June 2023 (AJ23) cost report opens for district reporting

July 28, 2023

AJ23 cost report certification is due

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### Annual Cost Report

Aug. 1, 2023

FY 2022-23 annual cost report will open for districts

Oct. 30, 2023

Annual cost report due from districts

The School Health Services Program is a joint effort between the Colorado Department of Education and the Department of Health Care Policy & Financing.

If you have any suggestions for the newsletter, please email the School Health Services Administrator [Olga Gintchin](#), SHS Program Assistant [Tracy Gonzales](#) or [Public Consulting Group](#) (PCG).

Additional SHS Program Contacts:

- [Omar Estrada](#), CDE School Health Services Consultant
- [RMTS Help Desk](#)
- [Cost Report Help Desk](#)

### Links

[School Health Services](#)

[Colorado Department of Education](#)



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