

Program Areas of Knowledge by Category			Eva Geske	Gary Galvin	Jessie Wallace	Leslie Burdekin	Lynda Keeley	Marianne (Hattie) Pinkston	Marie LeBlanc	Marlee Hart	Michelle Camille	Nancy Bunjes
Location	Region	Geographic area each stakeholder represents	West Central, Northwest	North Central	Southeast	Pikes Peak	Metro	Northwest	Metro	Southwest	Pikes Peak	Metro
	District/Boards of Cooperative Educational Services (BOCES)	Where the stakeholder works	Mesa County Valley	Weld 6	East Otero	Pikes Peak BOCES	Cherry Creek	Durango	Englewood	Archuleta, Montezuma-Cortez, Dolores, San Juan BOCES	Pueblo City	Adams 12
	BOCES	If the stakeholder works at a BOCES				X				X		
Size	Small	October 1 Count < 2,000			X					X		
	Medium	October 1 Count between 2,000-10,000				X		X	X	X		
	Large	October 1 Count > 10,000	X	X			X				X	X
Colorado Department of Education (CDE)	Local Services Plan (LSP)	Five year spending plan development and other considerations	X		X	X	X	X		X	X	X
	Reimbursement Spending Report to CDE	Annual report covering how Medicaid reimbursement dollars were spent	X	X	X	X	X	X	X	X	X	X
	Parental Consent	Obtaining one time consent and annual notification	X	X	X	X		X	X	X	X	X
Finance - Annual	Not Only Specialized Transportation	Annual cost reporting of not only specialized transportation costs		X							X	X
	Only Specialized Transportation	Annual cost reporting of only specialized transportation costs	X		X			X	X		X	
	Salary and Benefits Cost Reporting	Annual process of reporting reimbursable salary and benefits	X	X	X	X	X	X	X	X	X	X
	Direct Medical Other Costs Reporting	Annual process of reporting reimbursable direct medical services other costs	X	X		X	X	X	X		X	X
	Accrual Based Accounting	Accounting methodology based on when service for expense was rendered	X	X		X	X	X	X	X	X	X
	Desk Review	Additional questions and/or providing additional documentation upon certification of the annual cost report	X	X	X	X	X	X	X	X	X	X
	Interim Rate Setting	Direct Service reimbursement calculation using 1/12 monthly interim payment.	X			X		X		X		
	Certified Public Expenditure (CPE) Calculation	Method of calculating CPE and how it applies to the annual cost settlement	X			X		X				
Finance - Quarterly	Salary and Benefits Cost Reporting	Quarterly process of reporting allowable salary and benefits	X	X	X	X	X	X	X	X	X	X
	Travel/Training Cost Reporting	Quarterly process of reporting allowable travel/training expenses	X	X		X		X	X		X	X
	Cash Basis Accounting	Accounting methodology based on date of payment	X	X		X	X	X	X	X	X	X
	Quarterly MAC payments	Calculation of reimbursable administrative activities	X	X				X	X	X		X
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Staff Pool List (SPL) Management	Cost Pools	Appropriate placement of Staff Pool List (SPL) participants by cost pool (ex: direct service cost pool licensure requirements)	X	X	X	X	X	X	X	X	X	X
	Shifts	Appropriate shift selection for participants when the SPL is open	X	X		X	X	X	X	X	X	X
	Calendars	Appropriate selection of working days on the calendar when the SPL is open and management of "unplanned closures" during a quarter	X	X	X	X	X	X	X	X	X	X
	Participants	Creating vacancies or directly replacing participants on the SPL	X	X	X	X	X	X	X	X	X	X
Random Moment Time Study (RMTS)	RMTS tracking	Tracking RMTS moments	X	X	X	X	X	X	X	X	X	X
	RMTS follow up	Following up on RMTS moments	X	X	X	X	X	X	X	X	X	X
	Leave justification	Tracking and logging employees on Staff Pool List when on paid or unpaid leave	X	X	X	X	X	X	X	X	X	X
Compliance	Training	Training methods for district administration, service provider documentation, and RMTS	X	X		X	X	X	X	X	X	X
	Record Keeping	Provider licenses, service/bus logs, Individual Education Plans (IEPs)/Other Plans Of Care (OPDC), claim financials (including salaries/benefits, travel, training), leave justification records for moments, and required retention time frame	X	X	X	X	X	X	X	X	X	X
	Comprehensive Review	Program review requested approximately once every three years or at the request of the Department	X	X		X	X	X	X	X	X	X
	Revalidation	Every five year process of registering district/BOCES as a Health First Colorado provider	X	X		X	X	X	X	X	X	X
	Free Care	October 1, 2020 program expansion included allowable services prescribed on other medical plans of care (outside IEP/IFSP) and additional provider types	X	X			X	X	X	X	X	X