

Stakeholder Areas of Knowledge

Program Areas of Knowledge by Category			<u>Kim Schroeder</u>	<u>Lark Masten</u>	<u>Leslie Burdekin</u>	<u>Lynda Koenig</u>	<u>Marianne (Hattie) Pinkston</u>	<u>Marie LeBlanc</u>	<u>Marlee Hart</u>	<u>Melissa Formby</u>	<u>Michelle Camille</u>	<u>Nancy Bunjes</u>	<u>Rosa Melendez-Nguyen</u>	<u>Sheryl Pixley</u>
Location	Region	<i>Geographic area each stakeholder represents</i>	Southeast	Northwest	Pikes Peak	Metro	West Central	Metro	Southwest	North Central	Pikes Peak	North Central	Metro	Pikes Peak
	District/Boards of Cooperative Educational Services (BOCES)	<i>Where the stakeholder works</i>	Rocky Ford	Eagle County	Pikes Peak BOCES	Cherry Creek	Durango	Englewood	Archuleta, Montezuma-Cortez, Dolores, San Juan BOCES	St. Vrain	Pueblo City	Adams 12	Denver	Falcon 49
	BOCES	<i>If the stakeholder works at a BOCES</i>			X				X					
Size	Small	<i>October 1 Count < 2,000</i>	X						X					
	Medium	<i>October 1 Count between 2,000-10,000</i>		X	X		X	X	X					
	Large	<i>October 1 Count > 10,000</i>				X				X	X	X	X	X
Colorado Department of Education (CDE)	Local Services Plan (LSP)	<i>Five year spending plan development and other considerations</i>		X		X	X	X	X		X			
	CDE Annual Report	<i>Annual report covering how medicaid reimbursement dollars were spent</i>		X	X				X		X	X		
	Parental Consent	<i>Obtaining one time consent and annual notification</i>	X	X			X	X		X	X	X		X
Finance - Annual Cost Report	Not Only Specialized Transportation	<i>Annual cost reporting of not only specialized transportation costs</i>									X	X		
	Only Specialized Transportation	<i>Annual cost reporting of only specialized transportation costs</i>				X	X							
	Salary and Benefits Cost Reporting	<i>Annual process of reporting reimbursable salary and benefits</i>		X		X	X	X	X		X	X		
	Direct Medical Other Costs Reporting	<i>Annual process of reporting reimbursable direct medical services other costs</i>		X		X					X	X		
	Accrual Based Accounting	<i>Accounting methodology based on when service for expense was rendered</i>		X		X	X				X	X		
	Desk Review	<i>Additional questions and/or providing additional documentation upon certification of the annual cost report</i>				X			X		X	X	X	
Finance - Quarterly Cost Report	Salary and Benefits Cost Reporting	<i>Quarterly process of reporting reimbursable salary and benefits</i>		X	X	X	X	X	X		X	X		
	Travel/Training Cost Reporting	<i>Quarterly process of reporting reimbursable travel/training expenses</i>		X	X			X			X	X		
	Cash Basis Accounting	<i>Accounting methodology based on date of payment</i>		X		X	X		X		X	X		

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Finance - Other	Reimbursement Methodology	Program reimbursement including all ratios that determine interim and quarterly payments, and annual cost settlement		X										
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
	Shifts	Appropriate shift selection for participants when the SPL is open		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		
Random Moment Time Study (RMTS)	RMTS tracking	Tracking RMTS moments	X	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		
Compliance	Training	Training methods for district administration, service provider documentation, and RMTS	X	X			X	X	X		X	X		
	Record Keeping	Provider licenses, service/bus logs, Individual Education Plans (IEPs)/Other Plans Of Care (OPOC), claim financials (including salaries/benefits, travel, training), leave justification records for moments, and required retention time frame	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			
	Revalidation	Every five year process of registering district/BOCES as a Health First Colorado provider		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			