

CHAPTER 8

MEDICAID CERTIFIED SCHOOL MATCH PROGRAM NURSING SERVICES

Overview

Introduction

This chapter describes the services covered under the Medicaid certified school match program for nursing and medication administration services, the requirements for service provision, the service limitations and service exclusions.

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Definitions

Introduction

Medicaid reimburses school district providers for the nursing and medication administration services described in this handbook.

Nursing Services

Nursing services are services which can include:

- Health assessments;
- Individual student health training and counseling;
- Catheterizations;
- Tube feedings;
- Maintenance of tracheostomies;

Definitions, continued

**Nursing Services,
continued**

- Oxygen administration;
- Specimen collection;
- Ventilator care;
- Health monitoring and management;
- Health care treatments and procedures;
- Management of chronic health care;
- Health care coordination and referrals;
- Crisis intervention (e.g., life-threatening accidents or situations);
- Compilation of health histories;
- Screenings such as scoliosis, dental, vision, hearing, growth and development;
- Emergency health care (e.g., treatment of minor wounds); and
- Consultation and coordination with other health care staff, parents, teachers and family during the Individual Educational Plan (IEP) or Family Support Plan (FSP) development and review process or at other times deemed appropriate by the nurse.

Note: Medication administration is explained below.

Excluded Services

Medicaid cannot reimburse school districts for nursing services provided to a group, such as group education or classroom education. In accordance with Florida Statutes, Medicaid may not reimburse school districts for family planning services, prenatal care or immunizations.

**Medication
Administration
Services**

Although medication administration is a nursing service in the context of general nursing activities, Medicaid reimburses separately for medication administration on a fee-per-dose basis. The fee for medication administration includes time spent preparing medication for administration, administering medication and documenting the service.

Nursing time spent observing or treating a student's reaction to medication is considered to be a nursing service, as defined in the above section.

**Service
Reimbursement**

Medicaid will reimburse for nursing services and medication administration provided on the same date of service for the same student.

Provider Qualifications

**Registered Nurse
Provider
Qualifications**

To render reimbursable services in the Medicaid certified school match program, a registered nurse must be currently licensed under Chapter 464, Florida Statutes.

**Licensed Practical
Nurse Provider
Qualifications**

To render reimbursable services in the Medicaid certified school match program, a licensed practical nurse must be currently licensed under Chapter 464, Florida Statutes.

**School Health Aide
Provider
Qualifications**

To render reimbursable services in the Medicaid certified school match program, a school health aide must have completed the following courses or training through or by the school district:

- Cardiopulmonary resuscitation (CPR);
- First aid;
- Medication administration; and
- Patient (i.e., student) specific training.

Student specific training must be face-to-face between the registered nurse and the school health aide.

Records of CPR and first aid training must be retained by the school district indicating that the school health aide did attend and the date of the training. Records attesting to the fact that all school health aides in a school district are given medication administration and student specific training must also be retained. Documentation to this effect should be signed by a registered nurse and must be on file at the school district.

**Supervision of
Licensed Practical
Nurses and School
Health Aides**

To receive Medicaid reimbursement for services rendered by a licensed practical nurse or school health aide, the services must be performed under the direction of a licensed registered nurse, as governed by the state nurse practice act.

**Temporary
Licenses**

Medicaid cannot reimburse for services provided by nurses with temporary licenses.

Service Requirements

Introduction

To receive Medicaid reimbursement for nursing services, the following requirements must be met.

General Service Requirements

To be reimbursed by Medicaid, the service must comply with the requirements listed in Chapter 1 of this handbook that pertain to all Medicaid certified school match services.

Individual Educational Plan or Family Support Plan

The need for nursing services must be referenced in the student's Individual Educational Plan (IEP) or Family Support Plan (FSP). The need for medications does not have to be referenced separately in the IEP or FSP if the student needs nursing services. If a student needs only medication but no other nursing services, an entry indicating either nursing services or medication administration must be referenced in the IEP or FSP. A preprinted statement attesting to the fact that the student needs nursing services is acceptable.

Recommendation for Services

The IEP, FSP or separate document indicating that nursing services are needed must be signed, titled and dated by a registered nurse, an advanced registered nurse practitioner, physician or physician's assistant prior to billing Medicaid for nursing services. Prescription medications have already been recommended by a health care practitioner by virtue of a labeled container; thus, a separate, written recommendation is not required. Non-prescription medications, for Medicaid purposes, are recommended by a registered nurse via his or her completion of a medication log for the drug or approval of a log if dispensed by a licensed practical nurse or aide.

Diagnosis Code

Medicaid requires that an ICD-9 diagnosis code be entered on the CMS-1500 claim.

The code should represent the Medicaid-eligible student's primary diagnosis. The specific code may be obtained from the attending physician, advanced registered nurse practitioner, physician's assistant, or through use of the *International Classification of Diseases, 9th Edition, Clinical Modifications (ICD-9-CM)*. The student's diagnosis statement or ICD-9 diagnosis code must be contained in his record.

For services not directly related to the student's primary diagnosis (for example, an accident in the classroom or administration of medications for illnesses not related to the student's diagnosis), for students with no specific medical diagnosis, and over-the-counter medication, the provider should enter diagnosis code 999.9 on the claim.

Nursing Services

**Nursing Service—
Registered Nurse
(T1002)**

Medicaid reimburses for nursing services as defined in this chapter that are rendered by a licensed registered nurse to or on behalf of a Medicaid-eligible student.

**Nursing Service-
Licensed Practical
Nurse (T1003)**

Medicaid reimburses for nursing services as defined in this chapter that are rendered by a licensed practical nurse to or on behalf of a Medicaid-eligible student.

**Nursing Service-
School Health Aide
(T1004)**

Medicaid reimburses for nursing services as defined in this chapter that are rendered by a qualified school health aide to or on behalf of a Medicaid-eligible student.

**Service
Reimbursement**

Medicaid reimbursement is based on the amount of time spent by the nurse or aide with or on behalf of each Medicaid-eligible student. One unit of service for nursing services is a maximum of 15 minutes.

The total time spent per nurse or aide per day, providing nursing services to or on behalf of a Medicaid-eligible student must be added as a cumulative total and rounded up to the nearest 15-minute increment. For example, if the nurse or aide provided two nursing services of 20 minutes and 18 minutes on the same day, the nursing services equal a daily total of 38 minutes and would be billed to Medicaid as 3 units.

Only one Medicaid claim (or claim line) per day per Medicaid-eligible student can be reimbursed. This one claim must show the cumulative total units that the nurse or aide provided services to or on behalf of the Medicaid-eligible student for the day.

Medicaid will reimburse the school district for time spent preparing documentation of nursing services rendered, and the time spent may be added to the day's cumulative total for nursing services. However time spent preparing documentation for medication administration or time spent preparing a claim(s) for Medicaid reimbursement is not covered.

Nursing Services, continued

**Reimbursement
Limitations**

Medicaid reimburses a maximum of 32 units **per nurse or aide**, per day. The school may bill for nursing services provided by the same nurse or aide to multiple Medicaid-eligible students on the same day of service; however, the total units for the nurse or aide cannot exceed 32 units.

Travel time off school campus is not reimbursable unless nursing services are rendered during travel. For example, nursing services would be reimbursable if a licensed registered nurse, licensed practical nurse or school health aide accompanies a student on a specialized school bus or other vehicle and renders nursing services during transport.

If Medicaid is reimbursing a home health agency for the services of a private duty nurse while a Medicaid-eligible student attends school, the only nursing services billable to Medicaid by the school district for the same day are screenings for scoliosis, dental, vision, hearing and growth and development. Medicaid reimbursement for all billable nursing services provided on the same day by a home health agency and by a school district under the Medicaid certified school match program may be billed by both providers if services are not provided at the same time to a Medicaid-eligible student.

Codes and Fees

See Appendix C in Chapter 1 of this handbook for the licensed registered nurse, licensed practical nurse and school health aide services procedure codes and fees.

Medication Administration

Medication Administration-Registered Nurse (T1002KO)

The administration of medication as defined in this chapter by a licensed registered nurse may be billed to Medicaid when the nurse provides the medication directly to a Medicaid-eligible student.

Medication Administration-Licensed Practical Nurse (T1003KO)

The administration of medication as defined in this chapter by a licensed practical nurse may be billed to Medicaid when the nurse provides the medication directly to a Medicaid-eligible student.

Medication Administration-School Health Aide (T1004KO)

The administration of medication as defined in this chapter by a qualified school health aide may be billed to Medicaid when the school health aide provides the medication directly to a Medicaid-eligible student.

Service Reimbursement

Medicaid reimbursement is on a per dose basis, regardless of the route for the medication or whether the drug is prescribed or over-the-counter. If two drugs are administered at the same time, two doses may be billed to Medicaid.

Reimbursement Limitations

Travel time off school campus is not reimbursable. However, medication administered during transport on a specialized school bus or other form of transportation is reimbursable.

Time spent observing or treating a student's reaction to medication is not reimbursed as medication administration. It can be reimbursed as a nursing service.

Medicaid reimbursement for medication administration provided on the same day by a home health agency and by a school district under the Medicaid certified school match program may be billed by both providers if services are not provided at the same time to a Medicaid-eligible student.

Codes and Fees

See Appendix C in Chapter 1 of this handbook for the medication administration procedure codes and fee schedule.

Audit Requirements

Student Records

School districts are required to maintain a record for each Medicaid-eligible student that includes documentation of each Medicaid reimbursable nursing and medication administration service. Nursing services billed to Medicaid must be referenced in each Medicaid-eligible student's IEP or FSP.

Each Medicaid-eligible student's record must include, at a minimum, the following:

- Current IEP or FSP indicating the need for nursing services;
 - Documentation describing each nursing and medication administration service; and
 - Student's diagnosis statement or diagnosis code.
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Diagnosis Code

A diagnosis statement or ICD-9 diagnosis code must be contained in each Medicaid-eligible student's record.

Documentation Components for Nursing Services

Documentation of each nursing service must include the following information:

- Student name;
- Date of service;
- Length of time the service was performed;
- Description of the service;
- Student's reaction to the service, unless the service was a consultation, a referral or compilation of health history; and
- Nurse's or school health aide's signature, title and date.

It is acceptable to use either narrative descriptions or logs as documentation of nursing services if the content meets the above requirements.

Audit Requirements, continued

**Documentation
Components for
Medication
Administration**

Documentation of each occurrence of medication administration must include the following information:

- Student name;
- Date of service;
- Name of medication;
- Time medication was given;
- Dosage and route; and
- Nurse's or school health aide's signature, title and date.

It is acceptable to use either narrative descriptions or logs as documentation of medication administration if the content meets the above requirements.

**Signature
Requirements for
Logs**

If a log-type format is used for nursing services or medication administration, the nurse may either:

- Sign, title and date the log by each entry on the log, or
- Initial each entry and sign, title and date the log on a weekly basis.

For Medicaid purposes, all signatures (not initials) should be followed by an abbreviated title. For example, Jane Doe, RN or Jack Smith, SHA.

Electronic documentation and electronic signatures are allowed but these records must be available upon request, as required in Chapter 1 of this handbook.
