

TASB Special Education Solutions

Monthly Webinar Series – April 2021

End of Year Reminders

Presented by Dario Avila

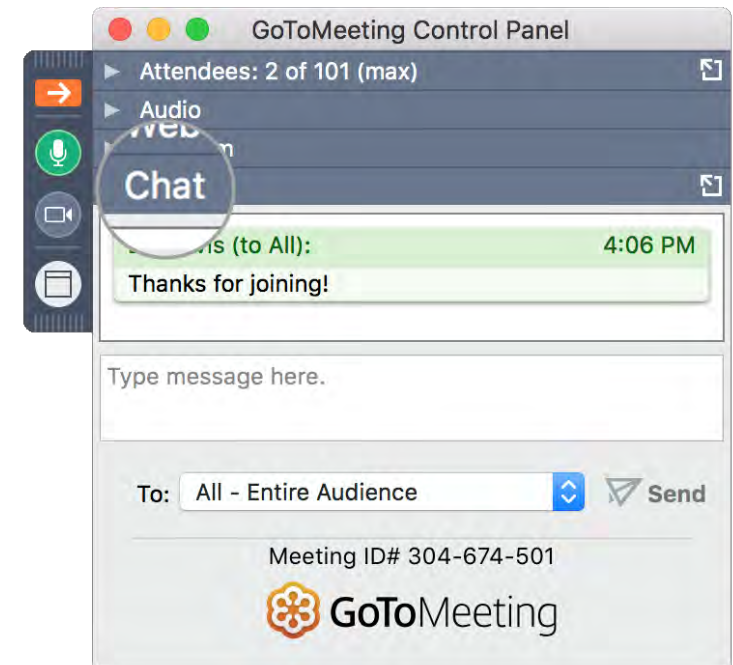
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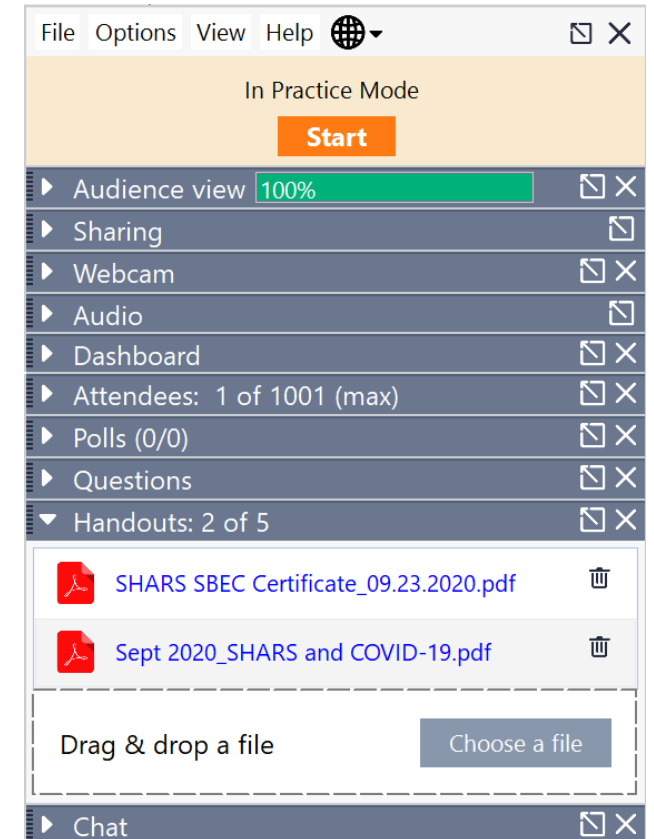
Housekeeping Items

- Audio options
 - Phone Audio: Use the telephone number, access code and audio pin found on the right-hand side of screen
 - Computer Audio
- Got questions?
 - Submit questions through the Chat Function or by email to shars@tasb.org.



Housekeeping Items

- Need SBEC Credit?
 - Download certificate from the Handouts Pane
- Download today's presentation from Handouts Pane



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Agenda

- (Cost Report) Correction Period
- Service Documentation/Billing Deadlines
- Random Moment Time Study
- Revalidation Deadline
- Miscellaneous Reminders
- Questions
- Contact Information



(Cost Report) Correction Period

- 2020 SHARS Cost Report Correction Period ends June 2, 2021
- During correction period cost report can be returned for editing
- Only opportunity to correct mistakes and/or add additional costs before settlement period
- Cost report will be returned for 14 calendar days
- Correction requests must be submitted per HHSC's instructions

NOTICE

School Health and Related Services (SHARS) Cost Report Corrections

PLEASE READ:

Corrections may be made to a district's cost report up to 60 days after the original due date of the cost report. The correction request deadline for the 2019 SHARS cost report is **August 15, 2020**.

To make a correction to a cost report:

- Scan and send a written, district-initiated correction request to ra_shars@hhsc.state.tx.us.
- Correction requests must be on district letterhead and signed by the Financial Contact.
- Correction requests must be notarized.
 - Requests should include:
 - District Name
 - District NPI and TPI
 - Year of the cost report in need of correction
 - Brief description of the issue/correction
 - Length of time needed to complete the revisions
- Please note, cost reports that are made available for corrections will require new signed and notarized certification forms. Official signature and notary dates must be no earlier than the electronic cost report resubmission date.

For questions, please call the SHARS helpline at (512) 730-7400 or email us at ra_shars@hhsc.state.tx.us.

For help with STAIRS, contact the Fairbanks Information Center at 888-321-1225 or info@fairbanksllc.com.

Session Documentation/Billing Opportunities

- Remind service providers to document services provided before school ends for the year
 - Get provider and supervisor (when applicable) signatures
 - Review provider documentation for completeness and compliance with HHSC and TEA guidelines
- Submit claims to TMHP for interim reimbursement
 - SHARS billing deadline is 365 days from the date of service or 95 days after the end of the federal fiscal year
- Process appeals if necessary, appeal deadline is 120 days from the date of disposition




Random Moment Time Study

- 3rd quarter time study on going, respond to sampled moments
- 1st Quarter (of FFY 2022) participant list due September 15, 2021
 - Clean up participant list now, update as necessary
- Training requirement to be enforced starting with FFY 2022
 - [Training schedule online](#)

Random Moment Time Study (RMTS)

MANDATORY ANNUAL TRAINING FOR INDEPENDENT SCHOOL DISTRICTS (ISD)
Federal Fiscal Year 2022
(October 2021 to September 2022)



RMTS Training Compliance

In reviewing the previous FFY 2021 training compliance, several districts were non-compliant, therefore we want to make sure districts are informed of the Random Moment Time Study training requirements.

Annual training is mandatory for at least **two district employees** designated by the entity as a RMTS Contact. If your district is contracted with a Co-op, SSA or third-party vendor, the district's RMTS Contact(s) is still required to complete annual training. The RMTS Contact is responsible for ensuring the district complies with all RMTS requirements and serves as a communicator between HHSC and their district participants.

As a Primary RMTS Contact, the role is to be the overseer of Random Moment Time Study as it relates to their district. The role includes making sure themselves, secondary RMTS Contacts and participants are annually trained, assign secondary RMTS Contact roles, ensures the participant list is certified, communicates to other RMTS Contacts and district participants of any new information provided by HHSC.

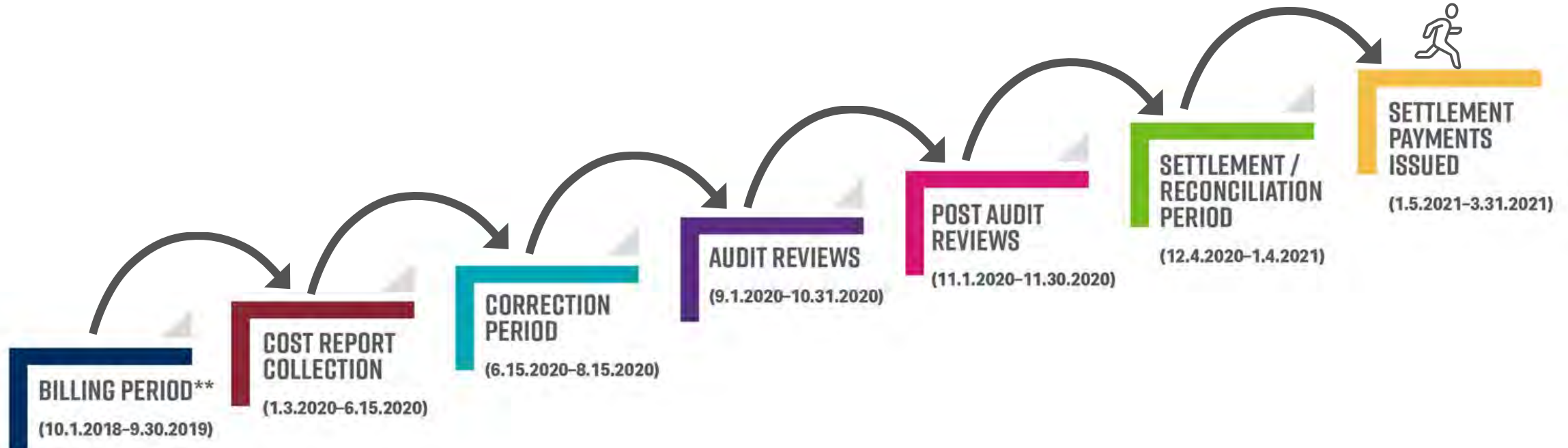
NEW! For FFY 2022, a **Primary RMTS Contact will now be required to take annual training every FFY**. A Primary RMTS Contact will have until the end of the 1st quarter RMTS training period to complete their annual training (May 2021 – August 2021). Early FFY 2022 RMTS training begins in May 2021. A Secondary RMTS Contact will be required to complete annual training before the end of the FFY training period (May 2021 – February 2022). If your district has multiple secondary RMTS Contacts, you can select one person who will be responsible for completing the annual training to complete the required 2 district employees. Please see the FFY 2022 RMTS ISD training schedule for specific training dates. RMTS Contacts can view training dates and register for training at the link below. Again, if a district is contracted with an SSA, Co-op or third-party vendor, each district is still required to have at least 2 employees from their

Revalidation Deadlines

- Revalidation is the process of renewing your enrollment status as a SHARS Medicaid provider
- Revalidation is required every 5 years
- Confirm your district's revalidation deadline with TMHP
- Districts can begin the revalidation application process 90 days from the deadline
- Failure to complete the revalidation process by the district's deadline will result in suspension and possibly account termination



2019 SHARS COST REPORT TIMELINE*



Claims must be submitted within 365 days from the date of service or no later than 95 days after the end of the federal fiscal year, whichever comes first.

Version 1.21.2021



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* Dates may vary slightly due to holidays, weekends, and HHSC actions.

** All appeals of denied claims and requests for adjustments on paid claims must be received by TMHP within 120 days from the date of disposition, the date of the R&S Report on which that claim appears. If the 120-day appeal deadline falls on a weekend or holiday, the deadline will be extended to the next business day.

Miscellaneous Reminders

- Confirm receipt of 2019 SHARS Cost Report settlement
- MAC Financials due over the summer
 - OD2020 will open 5/10/2021 and will close 6/25/2021
 - JM2020 will open 8/2/2021 and will close 9/17/2021
- Out of Office notice



Questions??



Website

<https://www.tasb.org/services/special-education-solutions.aspx>



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Sign up at tasb.org/specialeducation.



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SHARS MATTERS



September 2020

SHARS Amidst COVID-19

All of us have been impacted by the COVID-19 pandemic in some way, shape, or form. Even the School Health and Related Services (SHARS) program has been temporarily modified to accommodate for the changes school districts have had to implement to ensure the health and safety of their students and communities. Throughout the ongoing global pandemic, we have remained in constant contact with state and federal agencies to stay informed of all the latest



SHARS Matters quarterly e-newsletter



Free Monthly School Medicaid Webinar Series



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SHARS 2021

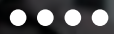
SAVE THE DATE!

April 29–30, 2021

tasb.org/specialeducation



THANK YOU!



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<https://www.tasb.org/services/special-education-solutions.aspx>

