

Discover How To Participate In The Medicaid School-Based Claiming (MSBC) Program

MSBC Program Overview

Arizona's MSBC program includes two complementary Medicaid reimbursement program components: The Direct Service Claiming (DSC) program, and the Medicaid Administrative Claiming (MAC). These two school-based programs assist participating school districts, referred to as Local Education Agencies (LEAs), including charter schools and the Arizona School for the Deaf and Blind (ASDB), by reimbursing them for Medicaid covered services they provide to eligible and qualified students. The purpose of the DSC program is to allow LEAs to receive reimbursement for certain Medicaid covered medical services provided to Title XIX eligible students by means of an annual cost settlement. The purpose of the MAC program is to allow LEAs to receive reimbursement for Medicaid administrative outreach activities that are done routinely within the school setting.

Joining the MSBC Program: Pre-Participation Requirements and Steps:

LEAs interested in participating in the MSBC program are subject to a pre-participation review process and approval to validate that all program requirements are met prior to billing for services or receiving reimbursement. Initial phone conversations include an explanation of the program methodology Medicaid Administrative Claiming (MAC), Annual Cost Settlement, Random Moment Time Study (RMTS), and Direct Service Claiming (DSC). Below are the steps and requirements for LEAs interested in joining the program:

Initial Steps:

- **Preliminary Conversations:**
 - Applicable LEA personnel must participate in a program overview call to discuss program methodology and LEA responsibilities with Public Consulting Group (PCG).
 - Discussions are designed to provide a program overview, allowing LEAs to determine if participation is appropriate and that the LEA is prepared for the program's responsibilities.
 - Discussions and sharing of program resources are held exclusively with LEA staff.
 - *Outside entities representing the LEA are not included in these discussions.*
- **Resources and Research:**
 - Following initial discussions, LEAs will receive resources to further research the program and its requirements. If the LEA decides the program is an appropriate fit and would like to proceed, the next step is the pre-participation approval process.

MSBC Program Pre-participation Approval Process:

- **Documentation Request and Review:**
 - A sample of student Individualized Education Plan (IEP)/Other Plans of Care (OPOC), clinical notes documenting services rendered to students, and summary reports documenting progress towards service type specific goals are requested and reviewed.
 - A sample of the LEAs previous quarters' financial records and a transportation report/fixed asset ledger (if applicable) is requested and reviewed.
 - This validates that potential billable services are appropriately documented and program requirements to receive reimbursement are met, within the review sample.
- **Completion of Required Forms:**
 - LEAs pre-approved for MSBC program participation must complete all required forms, including but not limited to:
 - Participation Agreement
 - Biller Authorization Form (if applicable)
 - I-9
 - W-9
 - All required AHCCCS registration documentation specific to both the LEA and its providers
- **Training and Credentialing:**
 - All applicable LEA staff are required to attend system and program training.
 - Credentials to access PCG systems will be issued post-training.

For further inquiries or to begin the pre-participation process, please contact PCG at:

AZAudit@pcgus.com.