

BOARD AGENDA ITEM

February 11, 2014

SUBJECT:

Obtain Contract Services Provided by Public Consulting Group (PCG) for Medicaid Billing and Section 504 Database

BACKGROUND INFORMATION:

Medicaid Billing

One possible funding source for the Department of Special Programs is money through the Medicaid program. This money requires extensive paperwork and auditing procedures in order to access it. In the past, the Department of Special Programs has used the company Excent and an individual named Vicky Gee to assist with Medicaid billing for services provided to students. Through this contract Excent received 5% of the district's reimbursement, and Vicky Gee received approximately \$17,000 for her role in assisting the district with billing last year.

Excent is used by service providers (speech, occupational, and physical therapists) to log the services provided to students. In addition, school psychologists use a paper filing system to bill for services provided to students. Once those services are logged in the system, Vicky Gee reviews them and submits them to Medicaid for reimbursement. As a result of very little training provided by Excent in the past and there being no checks and balances within in the system for compliance, our district has not been reimbursed for a significant amount of the services that we have provided to students who are Medicaid eligible.

Through conversations with a Medicaid auditor, Lilla Hoffer, we learned of major compliance issues related to Medicaid billing. In addition, she informed us that we are eligible to receive a significant amount of month for the services we are providing if we billed properly. In December, we gathered a group of twenty service providers within the department and asked two companies to present to the group how they could support our efforts to ensure compliance and increased amounts of revenue.

Section 504 Database

Last year, the district served approximately 200 students through Section 504 plans. During the course of the year, the Section 504 coordinator provided training sessions to building level coordinators, organized services needed, review paperwork for compliance, attended meetings as necessary, and maintained a database for these students using an Excel spreadsheet. As a student transfers within the district, the coordinator is responsible gathering the paperwork, reviewing compliance, making copies of the paperwork and providing the receiving school with the necessary documentation.

As of December 1, 2013, the district is serving approximately 400 students through Section 504 plans. Having the district coordinator collect and manage all of the necessary information on an Excel spreadsheet is no longer an efficient use of time. In December, we gathered a group of ten building level coordinators and asked two companies to present how they could support our efforts to ensure compliance, consistency, and an effortless managing system for the students we serve through Section 504.

ADMINISTRATIVE CONSIDERATION:

The Director of Special Programs reviewed feedback from the service providers included in the presentation sessions, compared financial costs associated with companies, spoke with directors in other district currently using both companies, and reviewed specific needs of Aiken County Schools with representatives companies.

Excent: 6% for Medicaid Billing
 \$29,350 for Section 504 Database and Services Related

Vicky Gee: \$17,000 for submission of Medicaid Billing

PCG: 5% for Medicaid Billing + \$2,500 for electronic filing system (Medicaid)
 \$6,000 for Section 504 Database and Services

RECOMMENDATION:

Approve contract services provided by Public Consulting Group (PCG) for Medicaid Billing and Section 504 Database.

ATTACHMENT:

N/A

PREPARED BY:

King Laurence
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