

**Medicaid School-Based Services**

Occupational Therapy  
Physical Therapy  
Speech/ Audiological Therapy  
(Effective July 1, 2016)

---

---

---

---

---

---

---

---

**IMPORTANT**

Medicaid providers are required to provide services in accordance with all applicable federal laws and provisions of statutes, state rules, and federal regulations governing the reimbursement of services and items under Medicaid in Idaho. This training is to assist schools with understanding rules for the specific programs and is **not** all inclusive of the rules and other program notices.

The **school district** is responsible for knowing the applicable IDAPA rules, provider agreement, provider handbook and provider information releases and other program notices.

---

---

---

---

---

---

---

---

**Plan of Care**

- **Plan of Care.** All therapy is provided under a plan of care that is established prior to beginning treatment. The plan of care must be signed by the person who established the plan. The plan of care must be consistent with the therapy evaluation and must contain, at a minimum:
  - Diagnoses;
  - Treatment goals that are measurable and pertain to the identified functional impairment(s); and
  - Type, frequency, and duration of therapy services.
- **Therapy Services.** Occupational therapy, physical therapy, and speech-language pathology services are all considered to be therapy services. These services are ordered by the participant's attending physician, nurse practitioner, or physician assistant as part of a plan of care.

16.03.09.730 – 733

---

---

---

---

---

---

---

---

### Therapy Physician Orders

- The Department will pay for therapy services rendered by a therapy professional if such services are ordered by a physician, nurse practitioner, or physician assistant as part of a plan of care. All therapy must be ordered by a physician, nurse practitioner, or physician assistant. Such orders must include at a minimum, the service to be provided, the frequency, and, where applicable, the duration of each therapeutic session.
- In the event that services are required for extended periods, these services must be reordered as necessary, but at least every ninety (90) days for all participants with the following exception:
  - Therapy for individuals with long-term medical conditions, as documented by physician, nurse practitioner, or physician assistant, must be reordered at least every three hundred sixty-five (365) days.

16.03.09.733

---

---

---

---

---

---

---

---

---

---

### Therapy Physician Orders (cont.)

- These orders must be **signed and dated** by the physician or other practitioner of the healing arts.
- (IDAPA 16.03.09.850.05: **Practitioner of the Healing Arts**. A physician's assistant, nurse practitioner, or clinical nurse specialist who is licensed and approved by the state of Idaho to make such recommendations or referrals for Medicaid services.)
- These orders must be **obtained prior to** the provision of services

16.03.09.853

---

---

---

---

---

---

---

---

---

---

### Occupational Therapy (OT)

- IDAPA
  - 16.03.09.730 – 739 (Medicaid Therapy Rules)
  - 16.03.09.850 – 859 (Medicaid School-Based Rules)
  - 24.06.01 (Bureau of Occupational Licenses Rules)
- Occupational Therapy services are:
  - Provided within the scope of practice of licensed occupational professionals
  - Necessary for the evaluation and treatment of impairments, functional disabilities, or changes in physical function and health status; and
  - Improve the individual's ability to perform those tasks required for independent functioning

IDAPA 16.03.09.730.04

---

---

---

---

---

---

---

---

---

---

## OT Professional Qualifications

A person licensed by the State Board of Medicine to conduct occupational therapy assessment and therapy in accordance with the Occupational Therapy Practice Act, Title 54, Chapter 37, Idaho Code, and IDAPA 24.06.01, "Rules for the Licensure of Occupational Therapists and Occupational Therapy Assistants."

16.03.09.734.01

---

---

---

---

---

---

---

---

## OT Assistants

- The services of occupational assistants used when providing covered therapy benefits are included as part of the covered service. These services are billed by the supervising therapist. Therapy assistants may not provide evaluation services, make clinical judgments or decisions, or take responsibility for the service. The therapist has full responsibility for the service provided. Therapy assistants act at the direction and under the supervision of the treating therapist and in accordance with state licensure rules.
- Supervision of an occupational therapist assistant by the occupational therapist must be done according to the rules of the applicable licensure board.

16.03.09.730 - 739

---

---

---

---

---

---

---

---

## OT Paraprofessional Qualifications

- **Aides.** Aides do not provide skilled occupational therapy services. An aide is trained by an occupational therapist or an occupational therapy assistant to perform specifically delegated tasks. The occupational therapist is responsible for the overall use and actions of the aide. An aide first must demonstrate competency to be able to perform the assigned, delegated client and non-client tasks. The occupational therapist must oversee the development, documentation, and implementation of a plan to supervise and routinely assess the ability of the occupational therapy aide to carry out non-client and client-related tasks. The occupational therapy assistant may contribute to the development and documentation of this plan. An aide shall function only under the direct line of sight supervision of an occupational therapist or occupational therapy assistant.
  - School must have documentation of all supervision

24.06.01

---

---

---

---

---

---

---

---

## Physical Therapy (PT)

- IDAPA
  - 16.03.09.730 – 739 (Medicaid Therapy Rules)
  - 16.03.09.850 – 859 (Medicaid School-Based Rules)
  - 24.13.01 (Bureau of Occupational Licenses Rules)
- Physical Therapy Services are:
  - Provided within the scope of practice of licensed physical professionals
  - Necessary for the evaluation and treatment of physical impairment or injury by the use of therapeutic exercise and the application of modalities that are intended to restore optimal function or normal development; and
  - Focus on the rehabilitation and prevention of neuromuscular, musculoskeletal, integumentary, and cardiopulmonary disabilities.

16.03.09.730.05

---

---

---

---

---

---

---

---

## PT Professional Qualifications

- **Physical Therapist, Licensed.** A person licensed by the Physical Therapy Licensure Board to conduct physical therapy assessments and therapy in accordance with the Physical Therapy Practice Act, Title 54, Chapter 22, Idaho Code, and IDAPA 24.13.01, "Rules Governing the Physical Therapy Licensure Board."
- Physical Therapy does not allow a paraprofessional level to work with students.

16.03.09.734.02

---

---

---

---

---

---

---

---

## PT Assistants

- The services of physical therapy assistants used when providing covered therapy benefits are included as part of the covered service. These services are billed by the supervising therapist. Therapy assistants may not provide evaluation services, make clinical judgments or decisions, or take responsibility for the service. The therapist has full responsibility for the service provided. Therapy assistants act at the direction and under the supervision of the treating therapist and in accordance with state licensure rules.
- Supervision of physical therapist assistants by the physical therapist must be done according to the rules of the applicable licensure board.

16.03.09.730 - 739

---

---

---

---

---

---

---

---

## Speech-Language Pathology

- IDAPA
  - 16.03.09.730 – 739 (Medicaid Therapy Rules)
  - 16.03.09.850 – 859 (Medicaid School-Based Rules)
  - 24.23.01 (Bureau of Occupational Rules)
- Speech-Language Pathology Services are:
  - Provided within the scope of practice of licensed speech-language pathologists; and
  - Necessary for the evaluation and treatment of speech and language disorders which result in communication disabilities; or
  - Necessary for the evaluation and treatment of swallowing disorders (dysphagia), regardless of the presence of a communication disability.

16.03.09.730.06

---

---

---

---

---

---

---

---

---

---

## SLP Professional Qualifications

- **Speech-Language Pathologist, Licensed.** A person licensed by the Speech and Hearing Services Licensure Board to conduct speech-language assessments and therapy in accordance with the Speech and Hearing Services Practice Act, Title 54, Chapter 29, Idaho Code, and IDAPA 24.23.01, "Rules of the Speech and Hearing Services Licensure Board," who possesses a certificate of clinical competence in speech-language pathology from the American Speech, Language, and Hearing Association (ASHA) or who will be eligible for certification within one (1) year of employment.

16.03.09.734.03

---

---

---

---

---

---

---

---

---

---

## SLP Paraprofessional Qualifications

- **Paraprofessionals.** The schools may use paraprofessionals to provide occupational therapy, physical therapy, and speech therapy if they are under the supervision of the appropriate professional. The services provided by paraprofessionals must be delegated and supervised by a professional therapist as defined by the appropriate licensure and certification rules. The portions of the treatment plan that can be delegated to the paraprofessional must be identified in the IEP or transitional IFSP.
  - School must have documentation of all supervision
- **Speech-Language Pathology.** Refer to IDAPA 24.23.01, "Rule of the Speech and Hearing Services Licensure Board," and the American Speech-Language-Hearing Association (ASHA) guidelines for qualifications, supervision and service requirements for speech-language pathology. The guidelines have been incorporated by reference in Section 004 of these rules.

16.03.09.855.14

---

---

---

---

---

---

---

---

---

---

### SLP Supervision

- Supervision must be provided by an SLP professional as defined in Section 734 of this chapter of rules.
- The professional must observe and review the direct services performed by the paraprofessional on a monthly basis, or more often as necessary, to ensure the paraprofessional demonstrates the necessary skills to correctly provide the SLP service.

16.03.09.855.14.c.i-ii

---

---

---

---

---

---

---

---

## Requirements For All Medicaid Reimbursable Services

---

---

---

---

---

---

---

---

### Background Checks

- Idaho Code 33-130
  - Criminal history checks must be completed for:
    - School district employees
    - Applicants for certificates **OR**
    - Individuals having contact with students
      - (If a school contracts with community providers they need to assure that those contractors have a background check from the State Department of Education)
  - The school district is responsible for checking the Medicaid exclusionary lists (State and Federal) to assure they are not hiring a person to provide a Medicaid service who is excluded to bill Medicaid
    - <https://exclusions.oig.hhs.gov>
    - <http://www.healthandwelfare.idaho.gov/Portals/0/Providers/Medicaid/IdahoMedicaidExclusionList.pdf>

---

---

---

---

---

---

---

---

### Background Checks

The image shows a form titled 'Background Checks' with a logo on the left. The form contains several sections with headings and tables. The first section has a heading and a table with columns for 'Applicant Name', 'DOB', 'Applicant Address', 'Applicant City/State', and 'Applicant Zip'. The second section has a heading and a table with columns for 'Employer Name', 'Employer Address', 'Employer City/State', and 'Employer Zip'. The third section has a heading and a table with columns for 'Employer Name', 'Employer Address', 'Employer City/State', and 'Employer Zip'. The form also includes various instructions and a signature line at the bottom.

---

---

---

---

---

---

---

---

---

---

### One-time consent requirement (IDAPA 16.03.09.851.05)




---

---

---

---

---

---

---

---

---

---

### IEP and Other Service Plans

- Type, frequency, and duration of the service(s) provided
- Title of the provider(s), including the direct care staff delivering services under the supervision of the professional
- Measurable goals, when goals are required for the service
- Specific place of service, if provided in a location other than school

IDAPA 16.03.09.854.01

---

---

---

---

---

---

---

---

---

---

### 120 Day Review

- A documented review of progress toward each service plan goal completed at least every 120 days from the date of the annual plan. (IDAPA 16.03.09.854.04)
- Current IEP progress reports can demonstrate compliance with this rule as long as the report includes a “review of progress” for each goal.

---

---

---

---

---

---

---

---

### Service Detail Report Must Include:

- Name of Student
- Name, title, and signature of the person providing the service
- Date, time, and duration of service
- Place of service, if provided in a location other than school
- Category of service
- Brief description of the specific areas addressed
  - \*Must correspond to the IEP goal, if applicable
- Student’s response to the service when required for the service
  - \*Must correspond to the IEP goal, if applicable

IDAPA 16.03.09.854.03

---

---

---

---

---

---

---

---

### Requirements for All Services

- Documentation that supports the claim to Medicaid must be maintained by the school and must be retained for a period of 5 years.

(16.03.09.854)

---

---

---

---

---

---

---

---



**Requirements for All Services  
(Cont.)**

- Documentation of Qualifications of Providers.

(16.03.09.854.05)

---

---

---

---

---

---

---

---

**Requirements for All Services  
(Cont.)**

- **Parental Notification.** School districts and charter schools must document that parents were notified of the health-related services and equipment for which they will bill Medicaid. Notification must comply with the requirements in Subsection 854.08 of this rule.
- **Requirements for Cooperation with and Notification of Parents and Agencies.** Each school district or charter school billing for Medicaid services must act in cooperation with students' parent or guardian, and with community and state agencies and professionals who provide like Medicaid services to the student.
- **Notification of Parents.** For all students who are receiving Medicaid reimbursed services, school districts and charter schools must document that parents are notified of the Medicaid services and equipment for which they will bill Medicaid. Notification must describe the service(s), service provider(s), and state the type, location, frequency, and duration of the service(s). The school district must document that they provided the student's parent or guardian with a current copy of the child's plan and any pertinent addenda; and

(16.03.09.854.07-08.a)

---

---

---

---

---

---

---

---

**Requirements for All Services  
(Cont.)**

- School districts and charter schools must request the name of the student's primary care physician (PCP) and request a written consent to release and obtain information between the PCP and the school from the parent or guardian.

(16.03.09.854.08.b)

---

---

---

---

---

---

---

---

**REMEMBER!!!**

Schools have an obligation to provide IDEA services whether they are billing Medicaid or not.

---

---

---

---

---

---

---

---

**Resources to Know**

- Medicaid School-Based Services website: [www.sbs.dhw.idaho.gov](http://www.sbs.dhw.idaho.gov)
- Idaho Training Clearinghouse website: [www.idahotc.com](http://www.idahotc.com) (Topics, School-Based Medicaid)
- Molina: [www.idmedicaid.com](http://www.idmedicaid.com) (Provider handbooks, Information Releases, Fee schedule links, ICD-10 information, etc.)
- Children's Developmental Disability Services website: [www.childrensdds.services.dhw.idaho.gov](http://www.childrensdds.services.dhw.idaho.gov) (Habilitation Intervention criteria)

---

---

---

---

---

---

---

---



IDAHO DEPARTMENT OF  
**HEALTH & WELFARE**

Coordinator; School Based Services,  
Idaho Division of Medicaid

(208)287-1169

---

---

---


---

---

---

---

---



**SUPPORTING SCHOOLS AND  
STUDENTS TO ACHIEVE**  
SHERRI YBARRA, SUPERINTENDENT OF PUBLIC INSTRUCTION

Shannon Dunstan Early Childhood & Interagency Coordinator Idaho State Department of Education Division of Special Education (208) 332-6908 sdunstan@sde.idaho.gov	Charlie Silva Special Education Director Idaho State Department of Education Division of Special Education (208) 332-6806 csilva@sde.idaho.gov
---	---

---

---

---

---

---

---

---

---