

Sample Special Education Medicaid Initiative (SEMI) Action Plan

In accordance with N.J.A.C. 6A:23A-5.3(f) and (g), failure to maximize SEMI, each district that has less than 90 percent participation of SEMI eligible students in the prebudget year or has failed to comply with all program requirements set forth in N.J.A.C. 6A:23A-5.3(e) shall submit a SEMI action plan to the Executive County Superintendent for review and approval as part of the district’s proposed budget submission. Districts should determine which items below relate to their specific areas of weakness and then specify activities to be implemented to improve and maximize SEMI participation.

County: Hunterdon

District: Readington Township

Date: March 12, 2024

Sample Corrective Action Plan Table

SEMI Action Plan Components	District Activities for Compliance	Person(s) Responsible	Projected Timelines	Documentation of Completion/Implementation	Date Completed
Parental Consent Forms: Procedures for obtaining signed paper or electronic parental consent forms, such as those delineated in the Parental Consent Best Practices document available on the EdPlan™ website. This includes procedures to document how annual notification for parental consent is disseminated to parents in order to maintain consent.	NA	NA	NA	NA	NA
Establishing Benchmarks for Maximum SEMI Participation: Establish a benchmark of x percent for the current school year or for the first year that the district does not have an approved waiver pursuant to the provisions of N.J.A.C. 6A:23A-5.3(b), whichever is applicable, for obtaining maximum participation of all SEMI eligible students by the start of the subsequent school year. The benchmarks for the current school year or for the first year that the district does not have an approved waiver pursuant to (b) above, whichever is applicable, for achieving maximum participation shall close, at a minimum, the gap between current participation and maximum participation by 50 percent by the beginning of the subsequent school year; and The benchmarks shall be based on the percentage of parental consent forms collected from eligible students. The number of parental consent forms shall reflect one parental consent form or one document noting parental refusal for each eligible student.	NA	NA	NA	NA	NA
Documenting Health-related Evaluation Services: Procedures to ensure that all SEMI eligible health-related evaluation services are documented in the third-party administrator’s system. Health-related evaluation Services are only claimable are only claimable for Medicaid if all requirements outlined in the SEMI Provider Handbook are	NA	NA	NA	NA	NA

Sample Special Education Medicaid Initiative (SEMI) Action Plan

In accordance with N.J.A.C. 6A:23A-5.3(f) and (g), failure to maximize SEMI, each district that has less than 90 percent participation of SEMI eligible students in the prebudget year or has failed to comply with all program requirements set forth in N.J.A.C. 6A:23A-5.3(e) shall submit a SEMI action plan to the Executive County Superintendent for review and approval as part of the district’s proposed budget submission. Districts should determine which items below relate to their specific areas of weakness and then specify activities to be implemented to improve and maximize SEMI participation.

County: Hunterdon District: Readington Township Date: March 12, 2024

Sample Corrective Action Plan Table

SEMI Action Plan Components	District Activities for Compliance	Person(s) Responsible	Projected Timelines	Documentation of Completion/Implementation	Date Completed
Documenting SEMI Eligible Health-Related Services: Procedures to ensure that all SEMI eligible health-related services, including those provided by entities where the district has placed SEMI eligible students, are documented in the third-party administrator’s system.	NA	NA	NA	NA	NA
Validation of IEP on File: Procedures to ensure that a valid IEP is on file and the correct IEP date is documented in the third-party administrator’s system for each SEMI eligible student for whom parental consent has been obtained.	NA	NA	NA	NA	NA
Validation of Service Provider Qualifications: Procedures to ensure that service providers used by the district and entities where the district has placed SEMI eligible students have valid licenses and certifications and that these SEMI provider qualifications are documented in the third-party administrator’s system.	NA	NA	NA	NA	NA
Participation in SEMI Training Opportunities: Procedures to ensure that staff participate in relevant training opportunities provided by the third-party administrator, including, but not limited to, regional meetings and online training.	NA	NA	NA	NA	NA
Timely Certification of Quarterly Staff Pool List: Procedures to ensure that the quarterly staff pool list is certified under the time frames required in the implementation of cost settlement via the third-party	NA	NA	NA	NA	NA

Sample Special Education Medicaid Initiative (SEMI) Action Plan

In accordance with N.J.A.C. 6A:23A-5.3(f) and (g), failure to maximize SEMI, each district that has less than 90 percent participation of SEMI eligible students in the prebudget year or has failed to comply with all program requirements set forth in N.J.A.C. 6A:23A-5.3(e) shall submit a SEMI action plan to the Executive County Superintendent for review and approval as part of the district’s proposed budget submission. Districts should determine which items below relate to their specific areas of weakness and then specify activities to be implemented to improve and maximize SEMI participation.

County: Hunterdon District: Readington Township Date: March 12, 2024

Sample Corrective Action Plan Table

SEMI Action Plan Components	District Activities for Compliance	Person(s) Responsible	Projected Timelines	Documentation of Completion/Implementation	Date Completed
Revenue Benchmark: Statement that district will strive to deliver all required health-related direct and evaluation services in a safe manner and will submit for billing in a timely manner.	The district is re-evaluating what direct and evaluation services and other programs that are Medicaid eligible to increase its revenue to achieve mandated benchmarks, and plans to increase submittals in a timely and proper manner to achieve the revenue benchmark. Input of direct and evaluation services for each Medicaid eligible student shall be monitored periodically. Further, the district plans to explore alternative revenue benchmark projections in the future based on actual revenues achievable based on Medicaid eligible student population.	Director of Pupil Services / Direct Service Providers / Child Study Team / Business Administrator / Assistant Business Administrator	The district strives to increase its revenues in the later half of FY2024, and achieve revenue benchmarks by the end of FY2025.	The district shall monitor the input of direct services in the SEMI District Snapshots to ensure progress toward revenue benchmarks. The SEMI District Snapshots will be compared to prior year for continued improvement, along with monitoring of staff inputting services.	Anticipated June 2025