

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 16, 2021

Corrective Action Plan Table

| SEMI Action Plan Components | District Activities for Compliance | Person(s) Responsible | Projected Timelines | Documentation of Completion/Implementation | Date Completed |
|--|---|---|---|--|----------------------------------|
| <p>COVID-19: The failure to achieve the revenue benchmark directly related to the State-wide declaration of a public health emergency, which resulted in school closures, thus reducing the number of Medicaid eligible services provided. 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.</p> | <p>The school district unexpectedly closed for in-person instruction in March 2020 due to the pandemic. This major disruption resulted in a severe decrease in services being provided in a normal in-person manner, as well as the logging of direct and evaluation services as the district shifted to remote and limited in-person services. Unfortunately, this has continued into the later half of 2020, resulting in a significant decline in Medicaid eligible revenues. 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.</p> | <p>Director of Pupil Services / Direct Service Providers / Child Study Team / Business Administrator / Assistant Business Administrator</p> | <p>This failure is anticipated to continue through the end of FY2021 due to the pandemic. The district strives to increase its revenues in the later half of FY2021, and achieve revenue benchmarks by the end of FY2022.</p> | <p>The district shall monitor the input of direct services the FY21 Summer SEMI District Snapshot to ensure progress toward revenue benchmarks. The FY22 Winter SEMI District Snapshot will be compared to FY21 for continued improvement.</p> | <p>Anticipated June 2022</p> |
| <p>COVID-19: The failure to achieve the parental consent benchmark directly related to the State-wide declaration of a public health emergency, which resulted in school closures, thus limiting access to interaction with parents for obtaining parental request responses. Statement that district will strive to pursue receipt of outstanding SEMI parental consent responses via U.S. mail or electronic submission of signed consent forms</p> | <p>The school district unexpectedly closed for in-person instruction in March 2020 due to the pandemic. This major disruption resulted in a severe decrease in parental consent as the district shifted to remote instruction and limited in-person communication with families. The district modified its protocols in the summer of 2020 to increase communication with parents. This included mailing parental consent forms for signature. This combined with follow-up in virtual meetings and phone calls has since increased the district's overall parental consent thresholds above the 90% mandate.</p> | <p>Director of Pupil Services / Child Study Team</p> | <p>This issue has been resolved; however district shall monitor to ensure continued compliance.</p> | <p>Per the FY21 Winter SEMI District Snapshot, the district has 96% overall parental consent as of October 2020, and 97% as of December 2020, well exceeding the 90% mandate.</p> | <p>October 2020</p> |
| <p>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.</p> | <p>N/A</p> | <p>N/A</p> | <p>N/A</p> | <p>N/A</p> | <p>N/A</p> |

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| <p>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.</p> <p>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</p> <p>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.</p> | N/A | N/A | N/A | N/A | N/A |
| <p>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 for Medicaid if all requirements outlined in the SEMI Provider Handbook are</p> | N/A | N/A | N/A | N/A | N/A |
| <p>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.</p> | N/A | N/A | N/A | N/A | N/A |
| <p>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.</p> | N/A | N/A | N/A | N/A | N/A |

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| 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. | N/A | N/A | N/A | N/A | N/A |
| 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. | N/A | N/A | N/A | N/A | N/A |
| 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 | N/A | N/A | N/A | N/A | N/A |
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