



August 28, 2009

Dear School District Superintendent or Special Education Director:

Kansas Health Policy Authority (KHPA) is working to implement an annual cost based settlement reconciliation process for Kansas Local Education Agencies (LEA). This will ensure that Medicaid reimburses LEAs at cost for medical services provided to Medicaid Eligible Special Education Students.

To successfully implement this process and to ensure each LEA's participation for the October thru December 2009 quarter it is asked that the following be completed by September 15, 2009:

- Each LEA who currently submits claims to Kansas Medicaid for covered medical services through an interlocal or cooperative must become independently enrolled with Kansas Medicaid.
- Each LEA must submit their staff pool list to our contractor, Public Consultant Group (PCG). You may contact PCG toll free at 877-395-5015 or email PCG at kssdac@pcgus.com to get log in information.

LEAs who currently submit claims for Kansas Medicaid medical services through an interlocal or cooperative may continue to do so, but the billing process will change slightly. The interlocal or cooperative will continue to be indicated on claim submissions as the billing provider. The LEA must be indicated as the performing/rendering provider on claim submissions. This change provides KHPA the ability to track interim payments to each individual LEA in preparation for the settlement reconciliation process.

To enroll with Kansas Medicaid as an independent LEA, you may download the enrollment application from our KMAP website at <https://www.kmap-state-ks.us/> . Download the *Facility* application and print the document. Fill out the application and provide the requested information. Once completed, please mail the application to EDS Provider Enrollment Unit at

Rm. 900-N, Landon Building, 900 SW Jackson Street, Topeka, KS 66612-1220

www.khpa.ks.gov

Medicaid and HealthWave:

Phone: 785-296-3981
Fax: 785-296-4813

State Employee Health

Benefits and Plan Purchasing:
Phone: 785-368-6361
Fax: 785-368-7180

State Self Insurance Fund:

Phone: 785-296-2364
Fax: 785-296-6995

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P.O. Box 3571, Topeka, KS 66601. Any questions concerning enrollment may be addressed with the EDS Provider Enrollment Unit at (785) 274-5914, between 8:00 a.m. and 4:30 p.m., Monday through Friday. If your school district utilizes a billing agency to submit claims to Kansas Medicaid, please work with them to submit your enrollment application and keep them aware of changes as they occur.

As we proceed with changes in the reimbursement of school services we will work with the Kansas State Department of Education to keep LEAs informed. Please contact me with any questions concerning this letter or payment of school based services. I look forward to working with you.

Sincerely,



Cayla Wright
Program Manager

CW/dsw

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