

# System Transformation Update

October 1, 2009



**Infant & Toddler  
Connection of Virginia**

## A NOTE ABOUT THIS UPDATE:

This Update is prepared by the Infant & Toddler Connection of Virginia State Team at DBHDS and reviewed for accuracy and thoroughness by our partners at DMAS and VDH. Updates will be issued on or about the 1<sup>st</sup> and 16<sup>th</sup> of each month.

## IMPLEMENTATION TASK FORCE:

- The System Transformation Implementation Task Force met on September 16 via teleconference call. Issues addressed included the following:
  - Provider enrollment;
  - Communication with physicians and physician certification requirements for IFSP services;
  - Practitioner certification; and
  - Concerns about family and Part C system payment responsibilities in situations in which a provider charges more than the EI Rate and the private insurance company reimburses at a rate higher than the EI Rate (possibly resulting in parent liability that is greater than their monthly cap or Part C system responsibility that goes beyond the EI Rate). DBHDS has sent questions to the Bureau of Insurance seeking clarification regarding providers' contractual obligation to collect the full amount of the co-pay or deductible even if that exceeds the family's monthly cap and/or the EI Rate.
- The next meeting of the task force will take place on October 19.
- Notes from task force meetings are posted on the Infant & Toddler Connection of Virginia website at <http://www.infantva.org/ovw-Transformation.htm#TaskForce>.
- As announced at the Implementation Task Force meeting and at the regional Medicaid - Early Intervention trainings. Medicaid reimbursement claims will be processed starting in November though services will be covered beginning October 1.
- The Board of Medical Assistance Services regulations for coverage and reimbursement of early intervention services under Part C of IDEA have been approved by the Office of the Attorney General and are now with the Department of Planning and Budget. You can track these regulations at <http://www.townhall.virginia.gov/1/viewstage.cfm?stageid=5231>.
- All 5 provider trainings on the Medicaid-EI Initiative have been completed.
- The Virginia Chapter, American Academy of Pediatrics and The Virginia Pediatric Society Member Alert on September 21, 2009 included information for physicians about the Medicaid – EI Initiative and physician

certification requirements associated with developmental services and other medically-necessary Part C services listed on the IFSP.

- A question and answer document has been developed reflecting over 90 questions received during the August local system manager training and through emails since that time. This document will be disseminated within the next few days.

#### UPDATED DOCUMENTS:

Revisions and/or corrections have been made to the following documents and the revised documents have been posted to our website:

- Family Information Sheet – This document was updated to include nursing in the list of services with a reimbursement rate of \$150. The Family Information Sheet has been translated into Spanish, and both the English and Spanish versions have been sent to local system managers and are available on our website, [www.infantva.org](http://www.infantva.org).
- Practice Manual
  - Chapter 12 – Table A: Practitioner Qualifications and Responsibilities, which appears at the end of Chapter 12, has been revised to include Elementary Education (preK – 6) as an acceptable qualification for Educators. This revision brings the table in line with the information provided in the September 1 System Transformation Update.
  - Chapter 9 – The General Rules for Contact Notes have been revised to indicate that providers must “Complete contact notes in a timely manner, no more than 3 working days from the time of the contact.” This change clarifies that 3 working days is the maximum time allowed and is necessary to ensure compliance with Medicaid requirements.

#### DATA SYSTEM:

- ITOTS 1.6 is now in production and available to ITOTS users.
- ITOTS 1.6 includes the following improvements:
  - Master pages;
  - A new way to maintain lookup table data and FIPS codes;
  - Practitioners (application and information maintenance);
  - Practitioner Certification (process applications for certification, audits, etc.);
  - Certification Maintenance (certifications and requirements);
  - Early Intervention Enrolled Children report for export to DMAS;
  - Database changes needed for Medicaid enrollment, specifically addition of address and zip code;
  - Medicaid enhancements to the Child Evaluation page; and
  - Completed Medicaid/FAMIS Enrollment and Discharge page.
- A document called “What’s New in ITOTS” has been developed and disseminated to local systems to highlight and provide instructions on changes in ITOTS.

- Significant time has been spent over the last two weeks in training related to and data entry for certification of practitioners and entry of all Part C eligible children into the Medicaid data system to ensure Medicaid coverage for early intervention services beginning October 1. We are grateful to DMAS, VDH and other DBHDS offices who volunteered staff to assist Part C staff members with these critical data entry tasks.

QUESTIONS RELATED TO CERTIFICATION:

- If you have questions related to the EI Modules, please contact Cori Hill at 540-943-6776 or [cfill@vcu.edu](mailto:cfill@vcu.edu).
- Questions related to the certification application should be directed to David Mills at 804-371-6593 or [david.mills@dbhds.virginia.gov](mailto:david.mills@dbhds.virginia.gov).
- Beverly Crouse is the contact person for questions about discipline-specific qualifications. She can be reached at 540-231-0803 or [btcrouse@vt.edu](mailto:btcrouse@vt.edu).

FUTURE SYSTEM TRANSFORMATION UPDATES:

DBHDS, in collaboration with DMAS and VDH, has provided a full year of biweekly System Transformation Updates to keep everyone informed as we moved toward implementation of our various system transformation initiatives. As we now transition to actual implementation, the Part C Office has re-evaluated the type and frequency of Updates that are needed.

- System Transformation Updates will be disseminated on the following dates:
  - **October 20** - a few days later than usual due to OSEP's on-site visit at DBHDS, October 13-15
  - **November 2**
  - **December 1**
  - **March 1** - as we finish the first 6 months of implementation
  - **One more date, to be determined** - to report on any state response to and changes based on local feedback after the first 6 months of implementation
- We will resume dissemination of a Technical Assistance Update, like those that were available every other month before the System Transformation Updates began. The Technical Assistance Update will now be developed and sent out monthly. Watch for the Technical Assistance Update on the 16<sup>th</sup> of each month, beginning in November.