

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 p 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 propose relate to their specific areas of weakness and then specify activities to be implemented to improve and maximize SEMI participation.

County: Bergen

District: Englewood City

Sample Corrective Action Plan Table

SEMI Action Plan Components	District Activities for Compliance	Person(s) Responsible	Projected Timelines
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. Attestation 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.	Review of services administered and any need for make-up services or evaluations	Case Managers	3/1/2021-6/30/2021
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 Attestation that district will strive to pursue receipt of outstanding SEMI parental consent responses via U.S. mail or electronic submission of signed consent forms	Plan to mail and/or e-mail consent letters to obtain updated form	Office Manager Pupil Services along with Case Managers	3/1/2021-6/30/2021
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.	Continue working with CST personnel to update IEP Direct with new form.	Case Managers	3/1/2021-6/30/2021

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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>	Continue district training for all service providers	Director of Pupil Personnel	3/1/2021-6/30/2021

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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	Case Managers document the IEP meetings	Case Managers	3/1/2021-6/30/2021
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.	Maintained in the related services section of the IEP	Case Managers	3/1/2021-6/30/2021
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.	Updated IEP's are maintained in IEP Direct and with Case Managers	Director of Pupil Personnel	3/1/2021-6/30/2021
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.	Updating of licenses and certifications for SEMI providers	Office Manager Pupil Services	3/1/2021-6/30/2021

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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.	Reviewing with staff any correspondence received regarding training	Director of Pupil Personnel	3/1/2021-6/30/2021
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	Adhere to submission guidelines	Office Manager Pupil Services	3/1/2021-6/30/2021

orebudget year or has failed to comply with all program requirements
ed budget submission. Districts should determine which items below

Date: 3/1/2021

Documentation of Completion/Implementation	Date Completed
Review with Case Managers	6/30/2021
IEP meeting	6/30/2021
IEP meeting	6/30/2021

orebudget year or has failed to comply with all program requirements
ed budget submission. Districts should determine which items below

Date: 3/1/2021

Documentation of Completion/Implementation	Date Completed
Review with CST personnel	6/30/2021

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ed budget submission. Districts should determine which items below

Date: 3/1/2021

Documentation of Completion/Implementation	Date Completed
Review of finalized IEP's in system	6/30/2021
Review of finalized IEP's in system	6/30/2021
Review of finalized IEP's in system	6/30/2021
Request copy of certifications to bekept on file	6/30/2021

orebudget year or has failed to comply with all program requirements
ed budget submission. Districts should determine which items below

Date: 3/1/2021

Documentation of Completion/Implementation	Date Completed
Reviewing and updating information as it is received from PCG and SEMI program	6/30/2021
Third party administration documentation	6/30/2021