

DEPARTMENT OF SOCIAL SERVICES

DIVISION OF MEDICAL SERVICES

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TO: All School Districts and Educational Cooperatives.

RE: Medicaid Covered Services

School Districts may provide eligible services to Medicaid recipients as defined in the Professional Services Manual located at <http://dss.sd.gov/sdmedx/includes/providers/billingmanuals/index.aspx>.

Results of a recent Payment Error Rate Measurement (PERM) Project conducted by contractors of the Centers for Medicare and Medicaid Services noted school districts and educational cooperatives had been reimbursed by South Dakota Medicaid for services not adequately supported by required medical records.

Medical records must include progress or treatment notes, entered chronologically at each encounter of service, documenting and summarizing progress the recipient is making during a given period of time toward attaining the treatment objectives and goals; an assessment of the recipient's current symptoms; a report of procedures administered during the session; and a plan for the next treatment session.

Failure to document required progress or treatment notes will result in non-supported payment of claims. Federal law requires the recovery of federal funds associated with services billed and paid for that is not supported by required documentation.

If you have questions, please feel free to contact the SURS unit of the Division of Medical Services at 605-773-3495 or review the Professional Services Manual.