

# Special Education Medicaid Initiative (SEMI) Action Plan

EXHIBIT #

V-5

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: Atlantic

District: Ventnor City

Date: 08/01/2024

## Sample Corrective Action Plan Table

SEMI Action Plan Components	District Activities for Compliance	Person(s) Responsible	Projected Timelines	Documentation of Completion/Implementation	Date Completed
<p><b>Parental Consent Forms:</b> 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>	NA			Completed by CST secretary	
<p><b>Establishing Benchmarks for Maximum SEMI Participation:</b> 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>	<p>Through a thorough evaluation of the district's participation in SEMI, the district made several adjustments to ensure that all providers log services regardless of Medicaid eligibility. All meetings must be documented on hard copy attached to schedule of meetings kept by the CST secretary. Monthly check ins with the county special education coordinator and the SEMI team occurred until root cause was determined. All providers will log own in system but will also hold hard copy. This will be added to all case managers and related service providers.</p>	<p>Related service providers, case managers, Supervisor of Special Education, CST secretary</p>	FY25	<p>District will continue to monitor SEMI reports and use documentation obtained from quarterly reports to show increase in revenue towards set benchmark. District will provide refresher Professional Development to staff (documentation of PD). Potential health related evaluation service for review report will be run monthly in addition to service log report. Providers will be given a schedule to ensure that they are logging monthly. All providers will be given updated training as well as service provider manual (Fall 2024). The number of eligible students is lower than the number projected for the district which then causes the district to not meet the benchmark for revenue. The district attempted to contact appointed county BA for assistance in applying for alternative revenue to show that the number of eligible students was incorrect. The district can show the revenue would have been obtained if the number of students were eligible and that multiple services would be able to be logged within the same day (coming FY25). This is shown through the revenue and the exceptions report listing the total district would have received. The district added eligible transportation to also increase the revenue. The District is still without assigned county BA due to recusement of Atlantic County BA.</p>	Jun-25
<p><b>Documenting Health-related Evaluation Services:</b> 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 met.</p>	NA			All health-related evaluation services must be documented regardless of student eligibility status.	

## 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: Atlantic

District: Ventnor City

Date: 08/01/2024

### Sample Corrective Action Plan Table

SEMI Action Plan Components	District Activities for Compliance	Person(s) Responsible	Projected Timelines	Documentation of Completion/Implementation	Date Completed
<b>Documenting SEMI Eligible Health-Related Services:</b> 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.	NA			All health-related services will be documented regardless of student eligibility status.	
<b>Validation of IEP on File:</b> 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.	NA			Completed by CST secretary and district data secretary	
<b>Validation of Service Provider Qualifications:</b> 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.	NA			Completed by CST secretary and district data secretary	
<b>Participation in SEMI Training Opportunities:</b> 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.	NA			CST secretary and Supervisor of Special Education attend regional meeting, all case managers and related services providers will attend relevant training. SEMI training will be reviewed in CST team meetings.	
<b>Timely Certification of Quarterly Staff Pool List:</b> 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	NA			Completed by CST secretary	