

**PCG: Random Moment
Time Study Best
Practices – Important
AOP Details**

2017 School-Based Services
Conference

August 24 - 25, 2017

PCG | Education

Agenda

- Recent/Upcoming Important Dates
- Partnership between the ISDs, LEAs, MDHHS, and PCG
- What is the impact of the School-Based Medicaid and AOP Programs?
- PCG Claiming System Enhancement
- RMTS: Compliance, SPLs, Calendars, and Shifts
- Handouts:
 - RMTS Checklist
 - Financial Reporting Checklist

Recent/Upcoming Important Dates



Wednesday, August 16th

July – September 2017 Part 1 Financials **Open**

Time Study Moments **Begin**

Friday, September 8th





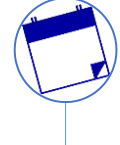

October – December 2017 Staff Pool List, Calendar, and Shifts **Due**

Monday, October 2nd

July – September 2017 Part 2 Financials **Open**

Partnership between the ISDs, LEAs,
MDHHS, and PCG

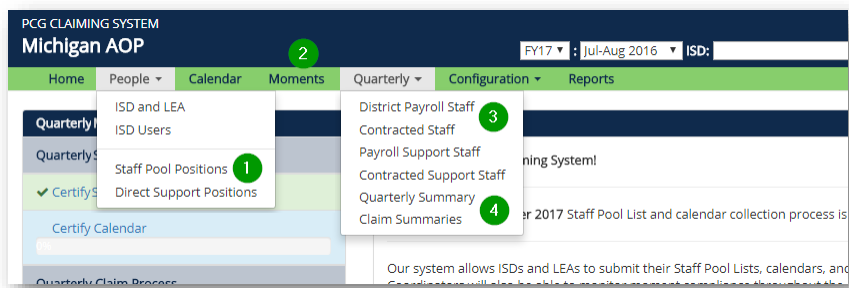
Partnership between the ISDs, LEAs, PCG, and MDHHS

	<p>Emails</p> <ul style="list-style-type: none"> • Last year, ISDs, LEAs, and PCG exchanged more than 5,693 emails 		<p>Phones</p> <ul style="list-style-type: none"> • Last year, ISDs, LEAs, and PCG engaged in more than 1,300 phone conversations
	<p>Reminders</p> <ul style="list-style-type: none"> • PCG strives to proactively communicate through reminders, updates, tips, and additional information 		<p>Training</p> <ul style="list-style-type: none"> • PCG offers multiple training opportunities each quarter
	<p>Flexible Timelines</p> <ul style="list-style-type: none"> • ISDs and LEAs work hard to meet deadlines. When needed, PCG tries to accommodate requests for extensions 		<p>Optimization</p> <ul style="list-style-type: none"> • PCG and MDHHS look for ways to optimize the program

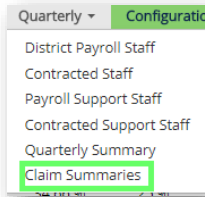
What is the impact of the School-Based Medicaid and AOP Programs?

PCG Claiming System Update

The entire claiming process is completed in the system.



New Feature: AOP Claim Summary Page



Claim Summaries

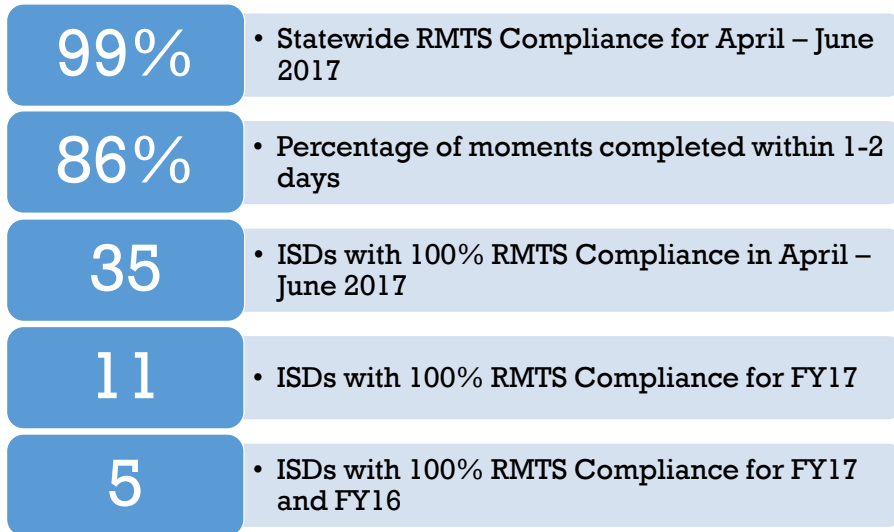
[Export](#)

LEA	Medicaid Eligibility Rate	Indirect Cost Rate	AOP Expenditures	Case Manager Expenditures	Personal Care Expenditures	Direct Service Expenditures	Total Expenditures	AOP Net Claim	Case Manager Net Claim	Personal Care Net Claim	Direct Service Net Claim	Total Net Claim
...	22.79 %	12.09 %	\$380,790.27	\$203,904.80	\$0.00	\$163,543.60	\$748,238.67	\$1,023.43	\$68.54	\$0.00	\$645.74	\$1,737.71
...	22.79 %	14.49 %	\$430,461.53	\$217,951.39	\$0.00	\$178,355.59	\$826,768.51	\$1,181.70	\$74.83	\$0.00	\$719.31	\$1,975.84
...	22.79 %	10.47 %	\$304,911.62	\$1,048,794.51	\$0.00	\$553,129.70	\$1,906,835.83	\$807.65	\$347.43	\$0.00	\$2,152.44	\$3,307.52
...	22.79 %	9.92 %	\$111,975.07	\$211,552.64	\$21,483.44	\$236,211.86	\$581,223.01	\$295.12	\$69.73	\$1.25	\$914.62	\$1,280.72
...	22.79 %	11.24 %	\$306,356.31	\$743,398.03	\$164,204.35	\$439,917.99	\$1,653,876.68	\$817.13	\$247.98	\$9.66	\$1,723.82	\$2,798.59
...	22.79 %	10.6 %	\$254,066.32	\$868,893.94	\$0.00	\$378,876.03	\$1,501,836.29	\$673.76	\$288.17	\$0.00	\$1,476.09	\$2,438.03
...	22.79 %	11.09 %	\$866,005.23	\$983,557.10	\$0.00	\$266,887.10	\$2,116,449.43	\$2,306.75	\$327.65	\$0.00	\$1,044.39	\$3,678.79
...	22.79 %	22.34 %	\$265,698.23	\$611,936.35	\$602,931.62	\$365,664.12	\$1,846,230.32	\$779.40	\$224.49	\$39.00	\$1,575.84	\$2,618.74
...	22.79 %	13.54 %	\$42,151.15	\$44,097.20	\$0.00	\$58,007.18	\$144,255.53	\$114.75	\$15.01	\$0.00	\$232.00	\$361.77
...	22.79 %	8 %	\$103,049.15	\$311,478.23	\$0.00	\$88,342.68	\$502,870.06	\$266.85	\$100.87	\$0.00	\$336.09	\$703.82
...	22.79 %	8.66 %	\$399,428.44	\$890,776.47	\$36,458.26	\$383,534.65	\$1,710,197.82	\$1,040.67	\$290.25	\$2.09	\$1,468.03	\$2,801.05
...	22.79 %	12.72 %	\$600,180.76	\$765,114.00	\$0.00	\$262,301.12	\$1,627,595.88	\$1,622.14	\$258.62	\$0.00	\$1,041.51	\$2,922.26

ISDs can view MERs, ICRs, Expenditures, and Claim Amounts for all LEAs on one page!

RMTS: Compliance, SPLs, Calendars, and Shifts

Michigan does a great job with RMTS Compliance.



Congratulations and Thank You!

11 ISDs with 100% RMTS Compliance for FY17

- C.O.O.R. ISD
- Calhoun ISD
- Clinton County RESA
- Copper Country ISD
- Lapeer ISD
- Livingston ESA
- Monroe ISD
- Oakland ISD
- Sanilac ISD
- Tuscola ISD
- Wayne RESA

Congratulations and Thank You!

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ISDs with 100%
RMTS Compliance
for FY17 and FY16

C.O.O.R. ISD
Calhoun ISD
Clinton County RESA
Tuscola ISD
Wayne RESA

Preparing the October – December 2017 Staff Pool List

AOP

Direct Service

Personal Care

Targeted Case
Management

Staff Pool List Activity

Have you talked to your LEAs about Shifts?

Most LEAs only
have one Shift.



This implies that all
schools and staff in
the LEA work the
same schedule.

Creating multiple,
customized Shifts
homes in on working
time.



This increases the
accuracy of the RMTS
and can improve
compliance and the
time study results.

Informative Checklist for RMTS

- Check your staff: correct cost pool? Appropriate credentials? State and local funds?
- Review your Vacancies
- Review staff email addresses and names
- Review your Shifts:
 - Create more Shifts as needed
 - Assign staff to appropriate Shifts
- Review your Calendar

**Due September 8
(SPL and Calendar
Due Date)**

- Connect with IT about RMTS notifications
- Talk to staff about the RMTS

**Recommended by
October 1, but it's
never too soon or
too late**

Informative Checklist for Financial Reporting

- Enter salary staff costs?
- Enter contractor costs?
- Enter support staff costs?
 - Remember allocation is important for costs to carry over to the summary page.
- For all costs, confirm accuracy, cash-basis accounting, and federal funds
- Do you have an E-Signature Form on file?
- Are the financials certified?

**Due Tuesday,
November 14**

- Review or confirm edit checks?
- Review LEAs for the verification process?

**Audit Risk
Protection!**

Before we wrap up, any questions?

Contact us

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877-395-5017

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