

**Monroe County Early Intervention Program
Providers in Partnership (PIP) Meeting
February 23, 2011**

AGENDA

NYEIS- Ann Marie – Following the live webinars she inquired about the 837 companion guide and found out no other county is using it yet. If you are already uploading for Kinney, much of the info is already there.

Cathy Mc Millen attending from HEG to participate in discussion regarding creating invoices and submitting provider via NYEIS. Cathy handed out a page that used the KIDS agency code and date as a number to create in NYEIS for invoicing. Providers will need to use a voucher where data should be separated between NYEIS and KIDS. Ann Marie will send directions out next week on completing the forms. Updates to the billing manual have not been done as yet. This process will start for March billing. Example: MANT 0211-01 Second submission should have 02 on the end. The month is the month you delivered services. You will get rejections for billing like you do now. NYEIS doesn't have the current tracking system, your own billing does. However, you will not be able to use your current billing system without 837. The State is working on attachments and reports. You can print the screen by right clicking on the screen and clicking on print preview & print.

Ann Marie will resend the original email with the 837 information and the person in Albany to talk to. The provider invoicing chapter was updated including some 837 information in Unit 8, p. 73.. "Starts the electronic uploading." If you saved the NYEIS user manual in your favorites, it won't show if there has been an update. Call HEG with vouchering questions. 241-9500 X503. Bill due dates and payment schedule is expected to be the same. If you "submit overnight," which is recommended, take that into consideration regarding billing due dates. No payment detail report will be available in NYEIS, so we recommend that you keep a copy for your records.

Cathy McMillan will continue to attend for the next few meetings. If you have "how to" questions regarding NYEIS, call 518-783-9007 option 6, then 3 or email nyeis@cma.org.

Questions

What is the County's expectation regarding the information? All providers will have access to the IFSP and evaluation on children they are assigned to. Get HPN numbers as soon as possible and input on the spreadsheet with your providers' HPN numbers. Ann Marie will resend the latest spreadsheet requiring that. Evaluators will have to fax the MDE to the Initial SC or get parent consent to email.

Vicki F had a list of questions.

- Search: only brings up your own clients?? Only brings up CCHS clients?
- Phone: no phone – do you use provider agency?
- Secure email to send eval reports to county
- Make-up visits -- entry into IFSP
- Service providers – do we have to assign individual providers and let county know?
- Scripts – is it mandatory to input that info? At creation of IFSP?
- Co-Visits – up to ?? visits; not specific #, use up to ____
- Assistive Tech procedure from County – will it be altered?
- Data Entry date – does it show when data is entered? IPRO review purposes
- Transportation – who handles this?
- How about subs?

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- Redundancy of paperwork for county - consultation session paperwork and then the subsequent change forms; all the forms from evals to program reviews, etc that cannot be attached at this time

Ann Marie suggested all questions be sent to her so they can be addressed. Some questions:

The check box that says the script is on file. SC must check this after knowing when the provider receives the script. OR should they automatically check it? Provider still keeps a copy.

Make-ups: the SC will have a conversation with the parent at the IFSP about anticipated make-ups. If there is no expected absences, then one make-up a week will be the suggested norm.

AT procedure- this has not been discussed within the county as yet.

IFSP amendment process – the Request for change process is still in effect. We highly recommend that no services be provided until you receive the SA authorization with start date.

Transportation – We are keeping the current process in place; just minimal information will be completed on line.

Can only 1 person view the information ?

Children who have different providers with overlapping times will have their billing rejected. If that happens, resubmit with a different time.

Q to send to the state... If you are authorized as a basic and you enter time that is greater than 59 minutes, would billing be rejected? 30 min. is the minimum for Basic. Extended is 60 plus.

Q – How does the provider agency change providers? Email nyeis@cma.org.

Q – I you have 4 children doing half hour visits of service within the group, it will go over the group time by a few minutes. Can you do this? Can you bill for both push in and group services? State has said there should be no overlapping times. Each discipline has to document separately.

Q – If you had a child in group, then in SLP, then back to group, how would you put that time in NYEIS? A waiver is needed for more than 3 facility visits in a group.

Can the time for the PIP meeting be extended while this rolls out? Yes new time: 1:30 to 4:30 p.m. If you are hosting a meeting please check to make sure the room is available.

Review of Minutes – no changes

Announcements / Sharing

- Introductions
- Marjorie Beldue work for Red Cross and passed out information on a workshop- “Helping Children Cope when a Parent is Deployed.” Legislators are open to helping as well per ME Cupini. A helpful web site is www.HelpBaseGreaterRochester.org

Updates-

LEICC meeting 3/9/2011 at UNYFEAT 10 – 12:30 to discuss the Governor’s Executive Budget proposal and any action that can be taken. The Public Awareness Committee met and will have resource tools to use to advocate (petitions and scripts)

Beth Grier-Leva emailed and asked that providers bring information with them about financial impact it will have on their agencies. They would like number which represent children not being serviced. Questions about lay-offs doesn’t represent how the impact will be felt.

There are other potential impacts. Bring all ideas. Come prepared with possible ideas for cost savings. Pia has a journalist connection and asked if that person would be welcome. Legislative reps have not been invited to this session.

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Provider Updates – Lisa Diehl resigned from ITG and is now Program Director of Liberty Post (Liberty Resources)

Many expected maternity leaves at FRC. Call for details.

Nancy Consol is new director of the SMILE program at RCN. She has two o's in her last name like 2 eyes. ☺

Jody Ellis' mother passed away; Jody will be back next Wednesday.

Monroe County contracted with Liberty Resources. There was much discussion about this and sharing of fears that a new provider will “take” staff from exiting providers. Ann Marie stated it was not the intention of the county to create hardship on any existing providers by establishing a contract with a new provider. Providers had several questions to which providers were expecting specific responses, however, Ann Marie explained that the county is not at liberty to discuss the details of any provider's contract. Meeting ended late at 4:20.

NOTE NEW TIME

Next Meeting: **Wed, March 23rd, 1:30- 4:30** pm, Family Resource Center, 1 Mustard St., 2nd fl, Suite 250, Rochester, NY 14609 Renee will send out directions as to which door to enter.