
Local Educational Agency (LEA) Service: Targeted Case Management

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This section contains information about targeted case management (TCM) services rendered in connection with the Local Educational Agency (LEA) Medi-Cal Billing Option Program.

- Qualifications that practitioners must meet to render services are outlined in *the Local Educational Agency (LEA) Rendering Practitioner Qualifications* section of this manual.
- Modifier descriptions are located in the *Modifiers: Approved List* section of this manual. Additional modifier information is in *the Local Educational Agency (LEA) Billing and Reimbursement Overview* section of this manual.
- «Individualized Education Plan (IEP), Individualized Family Services Plan (IFSP) and Individualized Health and Support Plan (IHSP) are defined in the *Local Educational Agency (LEA): Individualized Plans* section of this manual.»
- Documentation and records retention requirements are described in the *Local Educational Agency (LEA): A Provider's Guide* section of this manual.

Targeted Case Management Services

«Targeted case management (TCM) services assist eligible children to access needed medical, social, educational and other services when TCM is covered by the student's IEP, IFSP, IHSP or other care plan.»

Components

The components of TCM include:

- Comprehensive assessment and periodic reassessment of student needs to determine the need for any medical, educational, social or other services. These assessment activities include:
 - Reviewing student's records, such as cumulative files, health history and/or medical records;
 - Interviewing the student and/or parent/guardian;
 - Observing the student in the classroom and other appropriate settings; and
 - Writing a report to summarize assessment results and recommendations for additional LEA services.

- Assessment and/or periodic reassessment to be conducted on an annual, triennial and as-needed basis (one amended assessment is allowed to be reimbursed for each service type every 30 days) to determine if a student's needs, conditions and/or preferences have changed.
- Development (and periodic revision) of a specific care plan that is based on the information collected through the assessment that:
 - Specifies the goals and actions to address the medical, social, educational and other services needed by the student;
 - Includes meeting with the student and parent(s) or guardian(s) to establish needs;
 - Includes activities such as ensuring the active participation of the eligible student, and working with the student (or the student's authorized health care decision maker) and others to develop those goals; and
 - Identifies a course of action to respond to the assessed needs of the eligible student.
- Referral and related activities (such as scheduling appointments for the student) to help the eligible student obtain needed services including:
 - Activities that help link the student with medical, social, educational providers or other programs and services that are capable of providing needed services to address identified needs and achieve goals specified in the care plan.
- «Monitoring and follow-up activities, including:»
 - Activities and contacts that are necessary to ensure the care plan is implemented and adequately addresses the eligible student's needs, and which may be with the student, family members, service providers or other entities or students.
 - May be conducted as frequently as necessary and include at least one annual monitoring to determine whether the following conditions are met:
 - ❖ Services are being furnished in accordance with the student's care plan;
 - ❖ Services in the care plan are adequate; and
 - ❖ Changes in the needs or status of the student are reflected in the care plan.
 - Monitoring and follow-up activities include making necessary adjustments in the care plan and service arrangements with providers. Periodic reviews will be completed at least every six months. These activities may be conducted as specified in the care plan or as frequently as necessary to ensure execution of the care plan.

«TCM does not include the following: provision of medical treatment or services, diagnostic or treatment services, educational activities that are reasonably expected in the school system, administrative activities or program activities that do not meet the definition of TCM, general Medicaid administrative expenses and authorization of services and services that are an integral part of another service already reimbursed by Medicaid.»

Coordinating TCM

The Department of Health Care Services (DHCS) recommends that each Medi-Cal eligible student is assigned one case manager who has the ability to provide students with comprehensive TCM services. However, it is recognized that some students will receive TCM services from more than one agency or provider. To avoid duplication of services and billing, LEAs must do the following:

- Clearly document the LEA and TCM services rendered by each TCM agency or provider, and
- Where necessary, develop written agreements to define the case management service(s) each agency and/or provider will be responsible for rendering.

Supervision Requirements

«The following chart indicates whether a rendering practitioner requires supervision to provide targeted case management services.

Supervision Requirements Table

Qualified Practitioners	Supervision Requirement
Registered credentialed school nurses Licensed registered nurses Certified public health nurses Certified nurse practitioners Licensed vocational nurses Licensed clinical social workers Credentialed school social workers Licensed psychologists Licensed educational psychologists Credentialed school psychologists Licensed marriage and family therapists Credentialed school counselors Program specialists Licensed speech-language pathologists Credentialed speech-language pathologists Licensed occupational therapists Licensed physical therapists	No supervision required to render TCM services
Associate marriage and family therapists Registered associate clinical social workers	These practitioners may provide TCM services under the supervision of a licensed clinical social worker or a licensed mental health professional, including a psychologist, marriage and family therapist, licensed professional clinical counselor or physician certified in psychiatry by the American Board of Psychiatry and Neurology»

TCM Case Manager Qualifications

Case managers employed by the case management agency must meet the requirements for education and/or experience as defined below:

- «A registered nurse, or a public health nurse with a license in active status to practice as a registered nurse in California; individual shall have met the educational and clinical experience requirements as defined by the California Board of Registered Nursing; or
- An individual with at least a bachelor's degree from an accredited college or university, who has completed an LEA agency-approved case management training course; or
- An individual with at least an associate of arts degree from an accredited college, who has completed an LEA agency-approved case management training course and has two years of experience performing case management duties in the health or human services field; or
- An individual who has completed an LEA agency-approved case management training course and has four years of experience performing case management duties in a health or human services field.»

Service Limitations: Daily

TCM services are limited to 32 units per student per day. «A unit is defined as 15 minutes of continuous treatment.»

TCM Services Billed Using 15-Minute Increments

TCM services are billed in 15-minute increments and do not have separate initial and additional service increments. «Any time more than seven continuous treatment minutes can be billed as a 15-minute increment.»

«TCM Certification

Effective fiscal year 2020-21 and beyond, DHCS will require a TCM certification form for Random Moment Time Survey (RMTS) participants (known as Time Survey Participants, or TSPs) that provide and bill for TCM services under the LEA Medi-Cal Billing Option Program. The *Local Educational Agency Medi-Cal Billing Option Program (LEA BOP) Targeted Case Management (TCM) Certification Statement* (DHCS 9137) form will identify time survey participants (TSPs) for random moment time survey (RMTS) central coding staff so they may use this information to assist in coding case management-related moments.

The TCM certification form can be found on the DHCS website (www.dhcs.ca.gov) on the Local Educational Agency Medi-Cal Billing Option Program page. On the “Program Information” web page, providers should click “School Based Claiming Random Moment Time Survey” and then “TCM Certification Form.”

The TCM certification form must be completed annually and updated on a quarterly basis as part of the RMTS process. DHCS will not collect the TCM certification form but will require LEAs who bill for TCM services to ensure the form is completed and available for audit/review purposes. LEAs who do not bill for TCM services through the LEA Medi-Cal Billing Option Program are not required to complete the TCM certification form.»

Procedure Codes/Service Limitations Chart: Targeted Case Management

The following chart contains the HCPCS procedure codes, with modifiers, to bill for targeted case management services. «The “Qualified Practitioners (Modifiers)” listing that follows some charts indicates whether an additional modifier (beyond those already indicated in the “Procedure Code/Modifier” column) must be entered on the claim to identify the type of practitioner who rendered the service.» Service limitations also are included.

Reimbursement rates for these services are in the *Local Educational Agency (LEA) Billing Codes and Reimbursement Rates* section of this manual.

«Claim completion: Providers should refer to the *Local Educational Agency (LEA) Billing and Reimbursement Overview* section of this manual for information about modifiers to ensure accurate processing of services rendered under an IEP or IFSP.»

«Procedure Codes/Service Limitations: Targeted Case Management Table»

Procedure Code/Modifier	LEA Program Usage	LEA Limitations (Per Student)
«T1017 TL (IFSP) or T1017 TM (IEP) or T1017 (IHSP)»	«Targeted case management, 15-minute increment»	32 units per day

Qualified Practitioners (Modifier):

- Registered credentialed school nurses (TD)
- Licensed registered nurses (TD)
- Certified public health nurses (TD)
- Certified nurse practitioners (TD)
- Licensed vocational nurses (TE)
- Licensed clinical social workers (AJ)
- «Registered associate clinical social workers (HM)»
- Credentialed school social workers (AJ)
- Licensed educational psychologists (AH)
- Licensed psychologists (AH)
- Credentialed school psychologists (AH)
- Licensed marriage and family therapists (no modifier)
- «Associate marriage and family therapists (HL)»
- Credentialed school counselors (no modifier)
- Program specialists (HO)
- «Licensed speech-language pathologists (GN)
- Credentialed speech-language pathologists (GN)
- Licensed occupational therapists (GO)
- Licensed physical therapists (GP)»

Legend

Symbols used in the document above are explained in the following table.

Symbol	Description
«	This is a change mark symbol. It is used to indicate where on the page the most recent change begins.
»	This is a change mark symbol. It is used to indicate where on the page the most recent change ends.