



Registered Nurse Tip Sheet

Procedure Code	
IDEA ASSESSMENT PROCESS	
T1001 HT	Nursing Assessment/Evaluation, report and MET
T1001 TM	Participation in the IEP/IFSP meeting. Attendance is not necessary if written input was submitted prior to the meeting
T1001 TL	Participation in the Review of Existing Evaluation Data (REED)
OTHER EVALUATIONS (NOT RELATED TO THE MET OR IEP)	
T1001	Nursing Assessment/Evaluation NOT for a MET or IEP.
NURSING SERVICES	
T1002	RN Services, up to 15 minutes Direct service interventions must be medically based services provided during a face-to-face encounter, and provided on a one-to-one basis. Such services include: Catheterizations or catheter care; maintenance of tracheostomies; medication administration; oxygen administration; tube feeding; suctioning; and ventilator care. Services considered observation or stand-by in nature are not covered.
RECORD-KEEPING ONLY	
"Other"	Choose this option from your procedure code drop-down box if you wish to create an entry for record-keeping purposes only. For example:
	1) A service was rendered that was not billable (could not be classified under one of the codes listed above)
	2) Services were not rendered because a key participant was absent or not available
	3) You wish to make a record-keeping only entry into the system.
DO NOT use this code to record a billable service! If you are not sure if a service is billable, please contact the Medicaid Reimbursement Office for clarification.	
GENERAL SERVICE INFORMATION	
<ul style="list-style-type: none"> The service record entered in PowerSchool Special Education must be sufficiently detailed to allow reconstruction of what transpired for each service billed. The medical record must indicate the specific findings or results of diagnostic or therapeutic procedures. If an abbreviation, symbol, or other mark is used, it must be standard, widely accepted health care terminology. Symbols, marks, etc. unique to that provider MUST NOT BE USED. Billing is due on the 15th of each month. Provider Notes must include enough detail to allow reconstruction of what transpired for each service. <ul style="list-style-type: none"> Notes are vital in determining what actually occurred on the date of services & the result of the service. Notes should STAND ALONE, so that individuals with basic knowledge can answer simple questions such as: Is the student making progress? How does the service relate to the goals & how will they be measured? Monthly progress notes are REQUIRED for all months for which services are reported: Must be dated in the month the services were provided - <i>using the last school day of the month is recommended</i> If you have any questions, please contact the Medicaid department: Katy Irwin at 586-228-3343 or kirwin@misd.net 	

Staff Qualifications:

The services listed are reimbursable when provided by a registered nurse currently licensed in Michigan.

Annual Requirements:

Nursing services must be prescribed by a physician the prescription must be updated annually. Electronic signatures are acceptable. A stamped physician signature is not acceptable. Scripts are valid for one year from the signature date.

Service Documentation:

The Michigan Department of Health and Human Services (MDHHS) has emphasized the importance of thoroughly documenting all services provided to Special Education students. For direct services such as therapy and counseling, documentation must include

- 1) A service note for each direct service which describes the goal of the service being rendered and the student's response to that day's service or treatment.
- 2) A Monthly progress summary, which is a summation of the progress notes described above. For example: "Based on the six sessions held this month, we will continue to work on X", OR "we will adjust our focus to address Y."

Your documentation must indicate not only WHAT services are being rendered to meet the student's IEP goals, but HOW the student responded to each service.

Notes should use 'medical' rather than 'educational' terminology. For example, instead of "handwriting", a better note would be "Worked on visual motor skills or fine motor skills and student is making slow progress."

Sample Service Note: Administered breathing treatment per nebulizer per doctor's orders without difficulty

Sample Summary Note: Breathing treatments ordered due to history of asthma and abnormal trachea. Treatment delivered via nebulizer without difficulty.