samegoal

SHARS Billing

There are some instructional services and supports that are eligible for reimbursement from Medicaid. In order to be reimbursed, schools need to log these services and supports and provide the information to SHARS for billing.

SHARS billing

In order to provide the necessary information to SHARS for reimbursement, districts can:

1. Log services and supports directly with their SHARS provider.
2. Log services and supports in SameGoal and send the logs across to their SHARS provider.

Steps *To send information from SameGoal to a SHARS vendor for billing:*

1. **SHARS Notice and Consent**
    - Per district policy, complete a **SHARS Notice and Consent** document for students who are or may be eligible for Medicaid.
    - Obtain parent/guardian consent.
2. **Prescription/Referral**
    - Depending on the service, create one of the following and provide physician information including NPI:
        - **Prescription - Occupational Therapy**
        - **Prescription - Physical Therapy**
        - **Referral - Audiological Services**
        - **Referral - Speech Therapy**
3. **IEP**
    - For related and instructional services, add service details in Section 7a of the IEP.
    - The IEP acts as a prescription for the service.
4. **Service Log**

- Per district policy, create a service log for the student as needed:
  - Related Service Logging
  - Instructional Service Logging
    - Only speech therapy is potentially billable for instructional services.
  - Evaluation Service Logging

5. **Send information to SHARS provider**
   - An administrative user can configure a data export to send service log information to the school's SHARS provider.
   - The following information is typically included when sending information to a SHARS provider:
     - Goals/objectives
     - Nursing/personal care information
     - Related services
     - Transportation/specially adapted vehicle details