

## 135 - Designated Case Manager 139 - Teacher Consultant

| PROCEDURE CODE | SERVICE TYPE                                                                                                             |
|----------------|--------------------------------------------------------------------------------------------------------------------------|
| T2023          | <b>Designated Case Management</b><br>Use this code to record each case management service provided throughout the month. |

### TARGETED CASE MANAGEMENT CODES (TCM)

- A. Assuring that standard re-examination and follow-up are conducted on a periodic basis to ensure that the student receives needed diagnosis and treatment
- B. Assisting Families in identifying and choosing the most appropriate providers of care and services, scheduling appointments, and helping families maintain contact with staff and outside providers
- C. Follow-up to ensure that the student receives needed diagnostic and treatment services
- D. Assuring that case records are maintained and indicate all contact with, or on behalf of, the student
- E. Coordinating school-based services and treatment with parents and the child
- F. Monitoring and recommending a plan of action
- G. Coordinating the performance of evaluations, assessments, and other services that the student needs
- H. Facilitating and participating in the development, review, modification, and evaluations of the IEPT/IFSP or Manifestation Review Meeting
- I. Activities that support linking and coordinating needed health services for the student
- J. Summarizing provider, parent and student consultation
- K. Coordinating with staff/health professionals to establish a continuum of health and behavioral services in the school setting

### GENERAL SERVICE INFORMATION

- The Designated Case Manager (DCM) is the person responsible for the implementation of the IEPT/IFSP – there may be only one DCM per student.
- Only document services when there are other Medicaid-covered services in the IEPT/IFSP (OT, PT, speech, SSW, etc.).
- Services related to the direct provision of academic assessment or classroom instruction are not billable.
- Consult services are an integral part or an extension of a direct medical service and are not separately reimbursable.
- Billing is due on the 15th of each month.
- Service comments must include enough detail to allow reconstruction of what transpired for each service.
- Each month case management services are provided there must also be a corresponding monthly note. Without the monthly note, the case management services cannot be billed.
- **Monthly progress notes:**
  - Must include evaluation of progress and summarize the services reported during the month
  - Must be dated in the month the services were provided - using the last school day of the month is recommended