



# PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Mark Johnson, *Superintendent of Public Instruction*

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**TO** Superintendents  
Exceptional Children Directors/Coordinators  
Public School Units (PSU)

**FROM** Mark Johnson, Superintendent *MJ*  
Beverly Emory, Deputy Superintendent of District Support *BRE*  
Sherry H. Thomas, Director, Exceptional Children Division *SHT*

## UPDATES ON DIVISION OF HEALTH BENEFITS (DHB) MEDICAID PLAN

Per the [May 20, 2019, memo](#), the NC Division of Health Benefits (DHB) posted a [new Medicaid Policy](#) for NC PSUs on May 15, 2019. NC DPI will prepare and archive a webinar to support Medicaid documentation. Until then, a few items warrant immediate attention:

1. *Parent Consent and Annual Notification* – The Family Education Right to Privacy Act (FERPA) continues to require public school units (PSUs) to obtain initial one-time consent to release student information to DHB to recover costs for services provided at school. In addition, parents must receive annual notification that the PSU will continue to release student information and access reimbursement. This has not changed. Sample, customizable one-time consent, updated to include types of plans, and annual notification templates can be accessed at the links below and on the DPI Medicaid Resource webpage. Changing anything other than PSU information on these templates is not recommended. Replacing existing written consent with the new template is not required if the student's plan type does not change or new plans are not added. New one-time consent must be obtained if a student transfers to a different NC PSU. NC DPI will post versions in Spanish as soon as they are available.
  - [One-time Written Parental Consent](#)
  - [Annual Notification](#)
2. *Plan of Care* – NC licensure requirements and DHB *LEA Policy 10-C* require each provider to develop and implement a plan of care (PoC) for each student outlining the health care services. If these services are included in one of the allowable plan types, the PSU may seek reimbursement. PSUs may contact the relevant consultant listed at the end of this memo for discipline-specific PoC templates. Students with Individualized Education Program (IEPs), 504 Plans, and/or Individual Family Service Plans (IFSPs) must have a separate plan of care for services to be reimbursed. Individual Healthcare Plans (IHPs) and Behavior Intervention Plans (BIPs) are, by design, plans of care and do not require an additional/separate plan of care. If you have any questions, please contact:

Cynthia Floyd, Consultant for School Counselors – [cynthia.floyd@dpi.nc.gov](mailto:cynthia.floyd@dpi.nc.gov)

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### EXCEPTIONAL CHILDREN DIVISION

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