

## Specialized Transportation Percentage Calculation

**Step 1:** Gather quarterly school district special education enrollment information as of the following dates: January 5th, April 5th, July 5th, and October 5th. This list should include those students who are enrolled in the LEA and those attending out of district schools when the LEA is financially responsible for the student **except for regional schools and charter schools.** If a student is attending a charter or regional school, only the charter or regional school is eligible to include that student in their Medicaid Transportation calculation and the public school district should not include any such student in their count.

**Step 2:** From the special education enrollment information, identify the number of students who have specialized transportation in their IEP.

**Step 3:** From the special education students identified in Step 2, identify the number of students who have specialized transportation in their IEP for a medical reason.

**Step 4:** Using the totals from Step 2 and Step 3, calculate the quarterly ratio of Special Education students with transportation in their IEP for a medical reason to the total number of Special Education students receiving specialized transportation services. The resulting percentage is the Specialized Transportation Percentage.

## Special Education Medicaid Eligibility Percentage Calculation

**Step 1:** Gather quarterly school district special education enrollment information as of the following dates: January 5th, April 5th, July 5th, and October 5th. This list should include those students who are enrolled in the LEA and those attending out of district schools when the LEA is financially responsible for the student **except for regional schools and charter schools.** If a student is attending a charter or regional school, only the charter or regional school is eligible to include that student in their Medicaid Eligibility calculation and the public school district should not include any such student in their count.

**Step 2:** Access the MassHealth School-Based Medicaid web-based matching system.

**Step 3:** Using the result of the data match, calculate the quarterly ratio of Medicaid-eligible students to the total number of students for whom the LEA is eligible to include in its statistics. The resulting percentage is the Medicaid Eligibility Percentage.

**Step 4:** The components of the Medicaid Eligibility Percentage must be reported at the top of the Calculation Detail section of the quarterly administrative claim.