

Special Education Medicaid Initiative (SEMI) Action Plan

In accordance with N.J.A.C. 6A:23A-5.3(f) and (g), failure to maximize SEMI, each district that has less than 90 percent participation of SEMI eligible students in the prebudget year or has failed to comply with all program requirements set forth in N.J.A.C. 6A:23A-5.3(e) shall submit a SEMI action plan to the Executive County Superintendent for review and approval as part of the district’s proposed budget submission. Districts should determine which items below relate to their specific areas of weakness and then specify activities to be implemented to improve and maximize SEMI participation.

County: Monmouth

District: Middletown Township Public Schools

Date: March 15, 2023

SEMI Action Plan Components	District Activities for Compliance	Person(s) Responsible	Projected Timelines	Documentation of Completion/Implementation	Date Completed
Parental Consent Forms: Procedures for obtaining signed paper or electronic parental consent forms, such as those delineated in the Parental Consent Best Practices document available on the EdPlan™ website. This includes procedures to document how annual notification for parental consent is disseminated to parents in order to maintain consent.	1. District will continue its annual notification 2. District will continue to send notification to parents with no response and/or "no"s. 3. District will implement staff training to better educate CST staff members on ways to effectively communicate to parents/guardians of program. 4. District will input "no response" from parents/guardian in Ed Plan by 6/30 deadline. 5. Meet with Special Ed Parent Advisory Group regarding SEMI responsibilities and requirements and the importance of parental consent to share with their stakeholders.	District Director of Special Education Office of Student Services/Personnel	6/30/23	1. Copy of annual notification letter including DOE letter. 2. List of parents mailed 3. Agenda and sign in sheet 4. EdPlan report 5. SEPAG agenda and sign in sheet	
Documenting SEMI Eligible Health-Related Services: Procedures to ensure that all SEMI eligible health-related services, including those provided by entities where the district has placed SEMI eligible students, are documented in the third-party administrator’s system.	1. Send out monthly reminders to all Child Study Team staff members and Related (Contracted) Service Providers.	District Director of Special Education Office of Student Services/Personnel	4/1/23	1. Monthly Ed Plan service log report 2. Sample e-mail to staff and contracted service providers.	