

COLLEGE STATION I.S.D.  
9204 ROCK PRAIRIE ROAD, COLLEGE STATION, TX. 77845  
(979) 764-5408

PURCHASING OFFICE

INTER-DEPARTMENTAL MEMO

TO: Mike Martindale  
DATE: January 7, 2019  
SUBJECT: Medicaid Cost Report Settlement

College Station ISD participates in the School Health and Related Services (SHARS) program, which allows schools to request reimbursement for Medicaid health-related services. The district may request reimbursement for services such as nursing services, occupational or physical therapy, psychological services, speech therapy, or special transportation when students are both eligible for special education and require these services in order to participate in the educational program.

Prior to executing a board-approved contract with our current vendor, the district utilized Lone Star Educational Billing Services, Inc. (LSEBS) for third-party Medicaid administration billing services. We selected LSEBS as our vendor for these services in 2015, and they provided the District's Medicaid billing services from August 2015 through December 2017. Fees for these contracted services did not exceed \$50,000 per year for the first two years of service.

Cost report settlement payments are paid two years in arrears. The District received the 2016 cost settlement which was prepared by LSEBS during a time in which they were our vendor. This reimbursement was received after the date of contract termination; however, the District must pay the administrative fee as specified in our agreement for annual cost report settlement payments for which LSEBS worked with the school district.

In order to fulfill this contractual agreement, it is the recommendation of Carmella Shafer, Director of Purchasing and Molley Perry, Chief Administrative Officer that the District authorize payment of \$65,318.70 to Lone Star Educational Billing Services (LSEBS) for the 2016 Cost Report Settlement, which was prepared by LSEBS during the contract terms from October 1, 2015 through September 30, 2016.



Carmella Shafer, Director of Purchasing



Molley Perry, Chief Administrative Officer

R 1905082

**Lone Star Educational  
Billing Services, Inc.**

**INVOICE**

College Station Independent School District  
812 Welsh St. Suite 120  
College Station, Texas 77840.

Attention: Paula Acre

Date 12/7/18

Invoice No. CSISD12072018

---

---

**CHARGES AND PAYMENTS**

CHECK DATE	CHECK RECEIVED FROM	AMOUNT	ADMIN FEE %	CHECK AMOUNT
12/7/18	2016 Cost Report Settlement (net of 1% admin fee retained by HHSC)**	1,088,645.00	6.0%	\$65,318.70
				\$0.00
<b>Total Due</b>				<b>\$65,318.70</b>

\*\*Billed at 9/30/16 contracted percentage

Terms: Upon Receipt

When sending payment, include the invoice number on the check. Thank you.

*For Texas Schools...For Texas Children*