

June 2026



<https://ed.sc.gov/districts-schools/medicaid/>

Medicaid Updates

Record Retention and Maintenance Policy

Per the SCDHHS Provider Administrative and Billing Manual, “For Medicaid purposes all fiscal and health records shall be retained for a minimum period of four years after last payment was made for services rendered.” These requirements apply to retention of records for Medicaid purposes only; other state or federal rules may require longer retention periods. Districts must ensure records are retrievable under various federal laws or the guidelines for school districts set forth by the Department of Archives and History. Individual notifications must be provided to the student and/or student’s family regarding the destruction of student records.

Reminder to Protect Medicaid Enrollment Information

On May 6, 2026, the South Carolina Department of Health and Human Services (SCDHHS) published a [bulletin](#) reminding all enrolled Medicaid providers of the importance of safeguarding provider identifiers, login credentials and all information associated with Medicaid enrollment.

Unauthorized access to provider information can result in fraudulent billing, inappropriate account changes and potential program integrity concerns. Providers are responsible for safeguarding enrollment-related information and ensuring access is limited to authorized personnel to prevent fraud, improper billing or unauthorized changes.

Providers must promptly report any suspected compromise of information or unusual activity to SCDHHS’ Provider Service Center. Notification can occur by calling (888) 289-0709, option four, from 7:30 a.m.-5 p.m. Monday-Thursday and 8:30 a.m.-5 p.m. Friday; or by contacting a provider representative via the SCDHHS [website](#).

Districts’ Quality Assurance Review (QAR)

Per the districts’ Rehabilitative Behavioral Health Services (RBHS) contract with the SCDHHS, “The Provider shall be solely responsible for the performance of any subcontractor.” As previously communicated by the SCDHHS and the South Carolina Department of Education (SCDE) via joint advisory issued on November 21, 2023, the following must be conducted:

- Districts must conduct a QAR of their subcontracted RBHS provider(s).
- Districts must share the subcontractor's QAR findings with the subcontractor(s) in writing within thirty (30) business days after completing the QAR, and a copy of such findings shall also be shared with the SCDHHS and SCDE.
- Subcontractors must submit their corrective action plan (CAP) to the district, the SCDHHS, and the SCDE. Please be sure to obtain the CAP from the subcontractor(s) and ensure that both agencies, the SCDHHS and SCDE receive the CAP.

The Medicaid Services Program general email account medicaidservices@ed.sc.gov and the SCDHHS' email address behavioralhealth@scdhhs.gov should be utilized to share the district's QAR findings and the subcontractor's CAP with the SCDE and the SCDHHS.

Please note that the guidance within the advisory statement is specific to subcontracted private RBHS providers as QARs are not required of subcontracted RBHS rendered by the Department of Behavioral Health and Developmental Disabilities (BHDD) or the Medical University of South Carolina (MUSC). Please reach out to your district's assigned Education Associate (EA) should you have any questions or concerns.

Quality Assurance (QA)

End of Review Year

The QA Team would like to thank each district for their participation during the 2025 – 2026 review year. The Medicaid Services Program would also like to thank you for your feedback during the review process. In preparation for the 2026 – 2027 school year and quality assurance reviews, the QA team will carry out the following tasks over the summer:

- review and update the QA process,
- meet with the SCDHHS to discuss and advocate for policy changes,
- update QA checklists and obtain approval from the SCDHHS, and
- update trainings and other forms present on the Medicaid Services webpage.

Should you need any assistance, guidance, or training over the summer, do not hesitate to reach out to your district's assigned EA.

District Assigned Education Associate

The QA team has made changes to district assigned EAs, and all districts will be notified of their assigned EA/Quality Assurance Reviewer for the 2026 – 2027 review year (RY) via email. If you do not receive notification of your district's assigned EA for the 2026 – 2027 RY, please inform the Medicaid Services Program by submitting an email to medicaidservices@ed.sc.gov.

Audit Dates for RY 2026 – 2027

The Medicaid Services Program will begin conducting QA reviews for the 2026 – 2027 review year in July 2026. Districts will be notified of their review date no later than July 1, 2026, via the QA Application. Should you have any questions or concerns after receiving the review date, please reach out to your district's assigned Education Associate (EA).

School District Administrative Claiming (SDAC)

Third Quarter (Q3) – January, February, March (JFM) '26 SDAC Invoices

Due to delayed application updates, the Medicaid Services Program's finance coordinator began generating Q3 invoices on Friday, May 29, 2026. According to the published 2025-2026 SDAC [calendar](#), May 29 is the financial quarter closeout date. Because the delay was beyond the districts' control, invoices will continue to be generated for payment. An automatic email notification will be sent to district Finance Coordinators when the invoice is available for review and signature. Please review and sign electronically for submission to SCDHHS for payment.

There are currently still three districts with outstanding funding entries. Please review the SDAC application to ensure that funding has been entered and that all four financial sections have been closed as soon as possible. Approximately 62 signed invoices have been received and sent to SCDHHS for payment. If the district's quarter has been closed but an invoice has not been received, please email Fiscal Manager, Marquita Taylor, at mstaylor@ed.sc.gov.

If there are any questions or concerns regarding payments, please contact Marquita Taylor at mstaylor@ed.sc.gov.

Fourth Quarter – April, May, June (AMJ) '26 SDAC Funding

Fourth quarter funding officially began on June 15, 2026. Please allow the Medicaid Services Program three (3) business days after closing the district's financial quarter to review the funding entries and generate the invoice. If errors are found or questions arise, the Medicaid Services Program will contact district Finance Coordinators directly.

SDAC Calendar

The 2026–2027 SDAC [Calendar](#) is now available on the Medicaid Services webpage for the upcoming school year.

Important Deadline Reminder:

- *July 09, 2026* — This date marks the deadline for SDAC Coordinators to make changes/updates to their Participant Rosters for the first quarter (Q1) of school year (SY) 2026-2027.

SDAC Coordinators are encouraged to regularly reference the SDAC calendar to remain informed about key deadlines, including SDAC roster updates, sample submissions, and quarter closeout activities. For additional inquiries regarding the SDAC Calendar, please contact Kareyah Harrison at kharrison@ed.sc.gov.

SDAC Application Access: Coordinators

SDAC and Finance Coordinators must follow the steps below (in the order documented) to gain access to the SDAC application:

1. Confirm with the district's Web Access Coordinator (WAC) that the staff has an active SCDE user account.
2. Confirm with the WAC that the staff has been added to the District & Entity Information Management System (DEIMS) application with the role of "Medicaid School District Administrative Claiming."
3. Email Kareyah Harrison at kharrison@ed.sc.gov and provide the following details:
 - Staff's full name (i.e., first and last name)
 - Staff's email address associated with their SCDE user account
 - Type of access needed based on role (i.e., SDAC Coordinator or Finance Coordinator)

Should you have any further questions, please contact Kareyah Harrison via email at kharrison@ed.sc.gov.

Identification of Scheduled Random Moment Samples

To identify the number of random moment samples scheduled to be released for each day of the quarter, districts' SDAC Coordinator(s) can review the Quarterly Observations Report in the SDAC application by selecting the "Reports" tab. The Quarterly Observations Report does not indicate which participant will receive a sample but does indicate the date and time that a sample will be received by a random participant. The Quarterly Observations Report may also be utilized by the SDAC Coordinator to view samples pulled for validation and the activity/response(s) of completed samples. Should you have any questions, concerns, or need assistance accessing your district's Quarterly Observations Report, please contact Kareyah Harrison at kharrison@ed.sc.gov.

Special Needs Transportation (SNT)

SNT Bi-annual Payments

District payments for Special Needs Transportation (SNT) services are distributed on a bi-annual basis in June and December. The upcoming June payment will consist of remittance advice received by the SCDE spanning from December 2025 through April 2026. Payments were issued on June 22, 2026 by the SCDE Finance within the agency's monthly payment distributions. Payments can be identified on the district's payment report under Sub Fund 800, Revenue Code & Title 1930 Special Needs Transportation. A payment memo will also be sent to districts indicating the reimbursement total. If there are any questions or concerns, please contact the Medicaid Services Fiscal Manager, Marquita Taylor, at mstaylor@ed.sc.gov or (803) 734-9180.

SNT Application: Missing Drivers

If drivers are not present in the SNT application, SDAC Coordinators should take the following actions:

- Confirm the driver's certification status with the SCDE's Office of Transportation by contacting Crystal Leaphart via email at crleaphart@ed.sc.gov or via telephone at 803-734-8245.

- After conformation, promptly notify Kareyah Harrison at kharrison@ed.sc.gov by email and include the driver's credentials (i.e., licensing and certification) for further review.

SNT Application: Student Table

The Office of Research and Data Analysis (ORDA) is continuously working on ensuring that there are no delays in transferring student data from PowerSchool into the SNT application to allow for student/bus assignments. Districts should continue to notify Medicaid Services Program staff when students are not reflected in the application. Prior to contacting the Medicaid Services staff, please confirm the students are recorded in PowerSchool with the proper instructional setting of SE, SR, or SP. After verifying the student's instructional setting in PowerSchool, please contact Kareyah Harrison at kharrison@ed.sc.gov and Marquita Taylor at mstaylor@ed.sc.gov.

Meetings & Trainings

2025 – 2026 Fourth Quarter (Q4) QA Meeting

Thank you to the 87 participants that attended the QA Q4 Quarterly meeting held on Thursday, June 18, 2026. The QA Team informed the districts of changes made to the QA review process for the upcoming 2026-2027 review year. The New District's Preparation Guide draft was presented during this meeting and emailed to attendees prior to the meeting.

If districts have any additional questions, please reach out to your district's assigned EA or the OHN at medicaidservices@ed.sc.gov.

SCDHHS Provider Trainings

On Thursday, May 28, 2026, the South Carolina Department of Health and Human Services (SCDHHS) published a [bulletin](#) announcing upcoming Healthy Connections Medicaid provider training opportunities that are available June 2026 – August 2026. Training topics include Medicaid Basics, Comprehensive Web Tool, Overview of Claim-level Adjustments and Third-Party Liability (TPL), and Maximus Managed Care Enrollment Trainings. To schedule a training, please email providertrainings@maximus.com. If you have questions, please contact Michelle LeMoine at (803) 834-9956 or MichelleWLeMoine@maximus.com. To register for a workshop, please visit the Medicaid eLearning site, www.medicaidlearning.com or call the Provider Service Center (PSC) at (888) 289-0709 and select option 1. Additional training resources for providers are also available online through the Medicaid eLearning site.

SY 2026-2027 SDAC Application Training

The SDAC Application Training invitation was distributed on Tuesday, June 02, 2026, to District SDAC Coordinators identified in the DEIMS application. The invitation announced two upcoming virtual training sessions scheduled for Monday, June 29th and Tuesday, June 30, 2026. The sessions will focus on recent updates to the SDAC application. Session one will address participant requirements and application changes, while session two will focus on Coordinator requirements, with both sessions including live demonstrations and opportunities for discussion.

The communication emphasized the importance of attending, as the application updates will take effect on Wednesday, July 1, 2026, and will significantly impact how Random Moment Samples are coded and reviewed. Coordinators will also have the chance to gain hands-on experience with the updated system during the training. Additionally, the invitation outlined plans for follow-up breakout sessions to be held between July 9th and July 30, 2026. These smaller, district-specific sessions are intended to provide more personalized support, deeper guidance, and time to address individual questions.

Overall, the invitation highlighted the importance of participation to ensure a smooth and successful transition across all districts. Coordinators who are unable to attend the initial sessions or their scheduled breakout session are encouraged to reschedule and should contact Kareyah Harrison at kharrison@ed.sc.gov as soon as possible for assistance.

We Want to Hear From You!

What topics would you like to see in upcoming editions of our monthly newsletter? Our goal is to support our districts by providing timely, relevant information that helps you succeed in billing and delivering Medicaid services. Share your ideas, questions, or suggestions with us—we're listening! Email us at: medicaidservices@ed.sc.gov.

.