

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: Hunterdon District: Readington Township Date: April 8, 2025

Sample Corrective Action Plan Table

SEMI Action Plan Components	District Activities for Compliance	Person(s) Responsible	Projected Timelines	Documentation of Completion/Implementation	Date Completed
Revenue Benchmark: Statement that district will strive to deliver all required health-related direct and evaluation services in a safe manner and will submit for billing in a timely manner	1. Staff/providers shall input in EDPlan online eligible SEMI student services (ex. speech, IEP meetings, evaluation, nursing, etc.) on weekly basis. Director of Pupil Services shall compare EdPlan to internal tracking spreadsheet from IEP software. Documentation of follow-up and progressive discipline for failure to report shall occur by Director of Pupil Services. 2. Assistant Business Administrator shall input in PCG online all eligible SEMI supplies/services (ex. transportation, professional development, etc.) coinciding with quarterly deadlines. Tracking shall occur in accounting software which is audited. Documentation of follow-up and progressive discipline for failure to report shall occur by Business Administrator. 3. All SEMI Staff Pool personnel shall be required to take professional development on services and revenue input. Monitoring, tracking and retention by Business Administrator with follow-up by Director of Pupil Services for staff in noncompliance. 4. Business Administrator shall annually request alternative revenue projection as part of the budget process based on actual student count and realistic student services with County Office. 5. Director of Pupil Services and Business	1. Staff/providers with Director of Pupil Services ultimately responsible 2. Assistant Business Administrator with Business Administrator ultimately responsible 3. All Staff Pool personnel with Director of Pupil Services/Business Administrator ultimately responsible 4. Business Administrator 5. Director of Pupil Services and Business Administrator	1. Weekly 2. Quarterly 3. Annually (but before December 2025) 4. Annually (in January 2025) 5. Per County Office determination on frequency	1. Tracking spreadsheet and EdPlan reports, with correspondence 2. Accounting software with PCG reports, with correspondence 3. Safeschools, with evidence of completion of training certificate, signature or other audit trail 4. State budget software and County Office review, correspondence 5. Correspondence, calendars, agendas and minutes	June 2026