

## NOTICE

### School Health and Related Services (SHARS)

#### **FFY 2022 Cost Report: Informal Appeals**

Please be advised Federal Fiscal Year (FFY) 2022 SHARS cost report settlements are now available for viewing in STAIRS\*. As communicated in the notice to School Health and Related Services (SHARS) providers dated 11/30/2023, the federal Department of Health and Human Services Office of the Inspector General (DHHS OIG) conducted an audit of the random moment time study (RMTS) methodology used in the SHARS program, which resulted in the DHHS OIG determining that certain moments captured during the RMTS were coded in a manner that did not align with federal and state program policies.

The DHHS Departmental Appeals Board (DAB) denied HHSC's request for reconsideration for this decision and upheld this disallowance, which required HHSC PFD to recode certain RMTS moments for personal care services and recalculate the statewide RMTS percentage for the FFY 2022 SHARS cost reports.

\*Please see your FFY 2022 SHARS settlement notice for more detail on your cost report\*

As a reminder, per [TAC Rule §355.8443](#):

(i) Informal review. An LEA who disputes an action or determination under this chapter may request an informal review under §355.110 of this title (relating to Informal Reviews and Formal Appeals). HHSC Provider Finance must receive a written request for an informal review no later than 30 calendar days from the date on the written notification of the adjustments.

An LEA must, with its request for an informal review, submit a concise statement of the specific actions or determinations it disputes, its recommended resolution, and any supporting documentation the LEA deems relevant to the dispute. It is the responsibility of the LEA to render all pertinent information at the time of its request for an informal review. Disputed actions or determinations that are not explicitly stated in the request will not be considered by HHSC, and failure of HHSC to act on implied items of dispute will not be considered grounds for a formal appeal. A request for an informal review that does not meet the requirements of this paragraph will not be accepted.

For questions regarding this notice, please contact the HHSC SHARS staff at (512) 730-7400 or email us at [ProviderFinanceSHARS@hhs.texas.gov](mailto:ProviderFinanceSHARS@hhs.texas.gov). For help with STAIRS, please contact the Fairbanks Information Center at (888) 321-1225 or at [info@fairbanksllc.com](mailto:info@fairbanksllc.com).