

## Medicaid Consent Form via myDSD

### 1. Login to myDSD.

- a. Go to <https://mysd.davis.k12.ut.us/login/>
- b. Login with your PARENT login information. Your student's login or your employee login will NOT work for the Medicaid Consent form.
- c. If you don't have an account, [Guardian Setup Instructions](#) are available at the top of the screen or by clicking the link in this step:



- d. If you forgot your user name, use the Forgot Guardian Username or Forgot Guardian Password links to obtain this information:

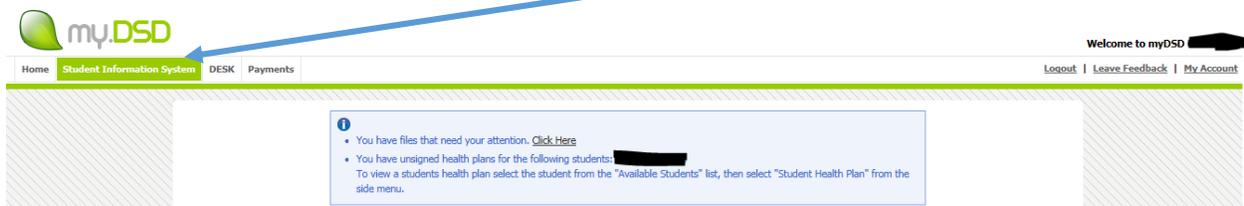


- e. If you need additional assistance with myDSD, use the "[Contact Us](#)" link at the bottom of the page:

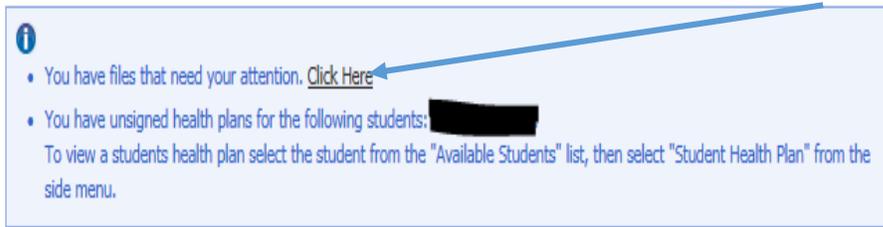


- f. If you would like additional information about Medicaid for School Based Services see Information about Parental Consent for Sharing Information with Medicaid <http://sdrv.ms/Y45BVI> .

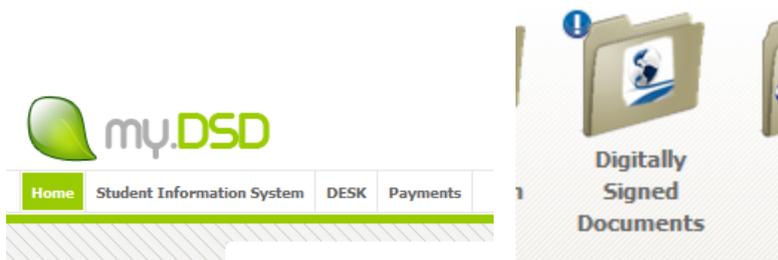
### 2. When you login, the Student Information System tab is shown.



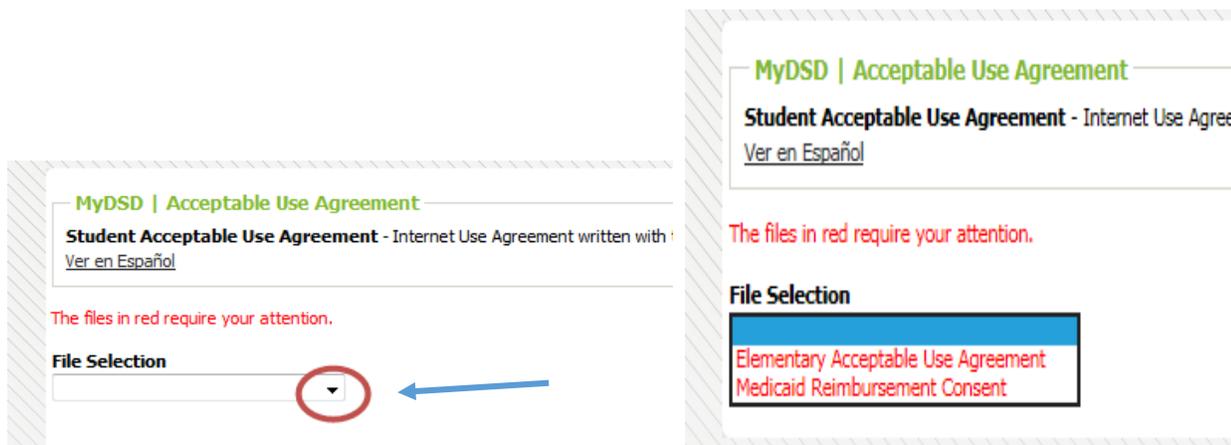
3. The notice, "You have files that need your attention. Click here," is the first notification you see. Click where it says [Click Here](#) to complete the following steps.



If you don't see the message, you can find the document in the Digitally Signed Documents folder under the Home tab.



4. The Medicaid Reimbursement Consent form is on the list of pending documents. This screen can be confusing because it says, "The files in red require your attention," but no files in red are visible. **Click on the pull down list to view the digitally signed documents for your student(s).** Select the Medicaid Reimbursement Consent Option.



Spanish speaking users can select the, "Ver en Español," link to access the form in Spanish.

5. The form will display with the consent decision section at the bottom of the screen.

**Consent for Seeking Medicaid Reimbursement for the Provision of School Based Services  
Davis School District Special Education Department**

**Request for Consent**

Dear Guardian/Parent,

Public school districts in Utah have the opportunity to bill Medicaid program for partial reimbursement for health-related services provided in the schools to special education students who are eligible for Medicaid. The monies received from Medicaid are used to pay for classroom staff, related services and materials used in the provision of health related services. It is beneficial to your child's education for the district to access these funds.

The students who might be eligible for School Based Services reimbursement from Medicaid are:

- Students who receive 180 minutes or more special education services per day.
- Kindergarten students who receive 90 minutes or more special education services per day.
- All preschool students who receive speech therapy, occupational therapy, physical therapy or school psychology services.

**I give permission for Davis School District Special Education to seek reimbursement from Medicaid for School Based Services provided to my child for applicable services listed on his/her current IEP.**

Accept    Decline

6. When you indicate your decision, it automatically saves. If you would like to change your consent decision, please call Cozette Freckleton at 801-402-5142 between 8 am and 4 pm M-F.