



Eric Holcomb, Governor
State of Indiana

Division of Disability and Rehabilitative Services
402 W. WASHINGTON STREET, P.O. BOX 7083
INDIANAPOLIS, IN 46207-7083
1-800-545-7763

To: Bureau of Developmental Disabilities Services waiver providers
From: Jessica L. Harlan-York, Director, Bureau of Quality Improvement Services
Re: Provider reverification process - Pilot of accredited providers
Date: September 22, 2020

Earlier this year, the Bureau of Quality Improvement Services announced plans to implement a provider reverification process for accredited and non-accredited providers. In sharing this announcement, BQIS hosted an informational webinar and took steps to launch a pilot to with a small group of providers to assess and refine the process. Due to the pandemic and flexibilities authorized by CMS through Appendix K, BQIS suspended the pilot and subsequent implementation in late March.

On August 31, 2020, the Appendix K flexibilities for Provider Reverification ended. Therefore, BQIS will be re-engaging in the pilot of the provider reverification process with accredited providers.

As a reminder, the details of the pilot are outlined below. Additionally, the policies, reverification process information, examples of documentation, and the recorded informational webinar from earlier this year are available on the BQIS website [by clicking here](#).

Accredited provider pilot details

In an effort to assess and refine the process, BQIS will conduct a pilot of the provider reverification process, beginning with accredited providers. During the pilot, a small group of providers will participate in both the annual review and the full reverification process. At the conclusion of the pilot, BQIS will reconvene the reverification work group that included the Indiana Association of Rehabilitation Facilities, Inc. and the Arc of Indiana staff, along with provider representatives and the pilot providers, to obtain feedback on the process. Based on the information from the pilot, BQIS will adjust the process, as necessary.

On January 4, 2021, BQIS will begin full implementation of the reverification process with accredited providers. The review will be scheduled based on the date in which the provider was either approved by the Bureau of Developmental Disabilities Services or the date the provider's previous re-approval term ends (see below for additional details).

Important elements:

Accredited providers: A BDDS waiver provider who has (or is pursuing) at least one of the services requiring accreditation and is accredited by one of the accrediting entities set forth in Indiana Code 12-11-1.1.11:

- The Commission on Accreditation of Rehabilitation Facilities



- The Council on Quality and Leadership
- The Joint Commission on Accreditation of Healthcare Organizations
- The National Committee on Quality Assurance
- The ISO-9001 human services QA system
- The Council on Accreditation

BDDS services requiring accreditation:

- Adult Day Services (all levels)
- Case Management
- Day Habilitation (all levels) – (Note: Effective July 16, 2020, Day Habilitation includes Community Habilitation and Facility Habilitation)
- Extended Services
- Pre-Vocational (All levels)
- Residential Habilitation (All levels)

Comprehensive Evaluation Review Tool: This process, also known as provider compliance, ended on March 31, 2020.

Post-pilot accredited provider review schedule: A provider's reverification/annual review will be based on the date in which the provider was either approved by BDDS or the date the provider's previous re-approval term ends. Each BDDS approved waiver provider will be reviewed during the year; however, BQIS will attempt to avoid scheduling an accredited provider's review during the six months prior to the provider's accreditation survey.

Non-accredited provider pilot details

Once the Accredited Provider Review process moves to full implementation, BQIS will then conduct a pilot with non-accredited providers following a similar process. Additional details will be made available prior to the launch of that pilot.

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