



Eric Holcomb, Governor
State of Indiana

Division of Disability and Rehabilitative Services
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To: Division of Disability and Rehabilitative Services, Bureau of Developmental Disabilities Services, providers, case managers and staff
From: Cathy Robinson, Director, Bureau of Developmental Disabilities Services
Re: Person Centered Individualized Service Plan (PCISP) now fully implemented
Date: June 1, 2018

The Bureau of Developmental Disabilities Services (BDDS) is excited to announce that the new Person Centered Individualized Support Plan (PCISP) is now fully implemented for case management as scheduled. The PCISP should chart a path for the Individualized Support Team to follow so that they can best support individuals and families in achieving their vision for a good life.

After case managers have completed and finalized the PCISPs within the BDDS Portal, copies will be sent via certified (secure) email to the individual and those persons the individual has identified under their relationships section. The PCISP will also be electronically distributed to the Notice of Action (NOA) email addresses on file with BDDS. To ensure PCISPs are received in a timely manner, providers are required to update and confirm their NOA email addresses. There are no changes to the NOA distribution process and only those with provided emails will receive a secure email copy.

You can find more information on the PCISP as well as a copy of the [PCISP Guide by clicking here.](#)

BDDS is currently focusing on provider access to the BDDS Portal so that they will have real time views of PCISPs that are in development or finalized. Once the security array for providers is complete they will be able to view information in the portal on the individuals they are specifically serving at the time. BDDS is in the process of establishing a security framework for provider accessibility that meets all HIPAA and FSSA security standards. The Bureau will be providing additional information on how providers will enroll and access the portal when we have finalized the protocols.

BDDS hopes that this new process allows individuals and families to create a plan that supports their vision of a good life while living, loving, working, learning, playing and participating in their community.

