



Eric Holcomb, Governor
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Division of Disability and Rehabilitative Services
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To: Bureau of Developmental Disabilities Services providers, individuals and stakeholders
From: Jessica Harlan-York, Director, Bureau of Quality Improvement Services
Re: Provider staff training requirements for waivers
Date: December 17, 2018

The Bureau of Quality Improvement Services within the Division of Disability and Rehabilitative Services, monitors services to individuals with intellectual and developmental disabilities administered by organizations and providers throughout the state of Indiana in accordance with Indiana Code, 460 IAC 6 and 7, DDRS policies, and requirements established in the Community Integration and Habilitation and Family Supports waivers. In many monitoring activities, staff training documentation is reviewed.

DDRS submits various reports to the Centers for Medicaid & Medicare Services which includes performance measure data for qualified providers. One of the performance measures is assessing provider compliance with training requirements and documentation. In an effort to improve provider performance, BQIS has created a reference document that outlines the training requirements listed in regulations, policies and waivers. This document, "Provider Staff Training Requirements for CIH and FS Waivers" is posted under Resources on the [BQIS website](#). Questions related to this information should be submitted to BQIS.Help@fssa.in.gov.

