

# IHCP *bulletin*

INDIANA HEALTH COVERAGE PROGRAMS    BT202669    MAY 7, 2026

## IHCP reminds home health agencies of best practices for PA submissions

The Indiana Health Coverage Programs (IHCP) reminds home health agencies of best practices for submitting prior authorization (PA) requests. The practices listed in this bulletin will help streamline the submission and review process of PA requests.

Home health agencies are expected to do the following when submitting PA requests:



- Provide a list of all individuals living in the home.
- List any other individuals in the home receiving home care services besides the member for whom the PA was submitted.
- Indicate if an immediate family member is performing the home care and the number of hours they are providing.
- Submit work and/or school letters for all adults, including adults living in the home who serve as paid caregivers through a waiver.
- List all IHCP services that members are receiving including school, waiver services, home health aide and/or skilled nursing services, physical therapy, occupational therapy and speech therapy from the same or different agency.
- Indicate if the member is receiving applied behavior analysis (ABA) therapy services or adult day care.
- Include documentation that supports the home health aide or skilled nursing hours requested are medically necessary and are not a duplicate of waiver services.
- Remember that field 21 of the Centers for Medicare & Medicaid Services (CMS) Home Health Certification and Plan of Care ([Home Health CMS 485 form](#)) is used to document the specific treatments, services and interventions that are ordered for the member and must include all skilled nursing, home health aide, physical, occupational and speech therapies.
  - ⇒ Home health agencies are reminded that the information entered into this field must be accurate and specific. Each service provided to the member should be listed and should include the frequency of each service provided.
- Document if the member has Medicare or private insurance services.
- Coordinate services with multiple agencies including waiver providers.

**QUESTIONS**

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