

## Indiana's HCBS Transition Plan – Day Services

### You Are a Day Service Provider

You have been identified as a current provider of BDDS waiver-funded HCBS day program service under the Division of Disability and Rehabilitative Services (DDRS). Indiana is currently assessing these day services (**Facility Based Habilitation, Community Based Habilitation, Adult Day services, Prevocational services**) as required by the HCBS final rule, and as established in [Indiana's Statewide Transition Plan](#).

### You Are Required to Respond

#### **Compliance**

Your agency will soon receive (via email) a survey self-assessment which will help establish site specific compliance with the final rule. The self-assessment is to assist in determining

**COMPLIANCE** with the HCBS final rule. The email will provide the following:

- The self-assessment tool
- Directions on completion
- Transition Plan guidance
- Next Steps

The self-assessment will help establish if a day service site is compliant; therefore providers performing their self-assessment will need to do so by each service site.

#### **Non-compliance**

For areas identified as non-compliant, DDRS will work with your agency to develop a plan to support the effective transition of the site to become HCBS compliant by July of 2018. This timeframe is to provide necessary time and planning for providers to demonstrate compliance, and ensure minimal interruption in service delivery to individuals being supported by an HCBS waiver service.

### Training on completing the survey self-assessment

Trainings have been scheduled to instruct day services providers on how to complete the assessment and answer any questions on the process. You are required to attend one of the below trainings:

Date	Time
August 8 <sup>th</sup> , 2016	10:00-12:00 pm
August 8 <sup>th</sup> , 2016	1:00- 3:00 pm
August 9 <sup>th</sup> , 2016	1:00- 3:00 pm

Access to the webinar:

- URL: <https://indiana.adobeconnect.com/bdds/>

- Participants will sign in as a guest using their name.
- Audio will be voice over internet, so participants will need to use speakers or headphones to hear the presentation.
- Prior to the webinar, participants can go to [http://webinar.isl.in.gov/common/help/en/support/meeting\\_test.htm](http://webinar.isl.in.gov/common/help/en/support/meeting_test.htm) to test their connection. This will prompt the user with any needed updates or add-ins.
- Do not log into the webinar using Citrix or Virtual Private Network (VPN). These services will not be able to playback audio.

### **All Agency Day Service Site(s) Must Be Included**

Each site must be self-assessed by **10/15/2016**. Sites that are not reported by this date, that are not confirmed compliant by DDRS, and that do not have accompanying documentation, will be deemed non-compliant and will be subject to immediately meeting HCBS final rule compliance. Therefore, it is absolutely critical for providers to respond to the survey realistically, and accurately. Site information will be verified, and in some cases, an on-site visit will be scheduled to confirm the self-assessment responses.

For questions related to the Day Service Self-Assessment, please email the BQIS helpdesk at [BQIS.Help@fssa.in.gov](mailto:BQIS.Help@fssa.in.gov).