

# IHCP *bulletin*

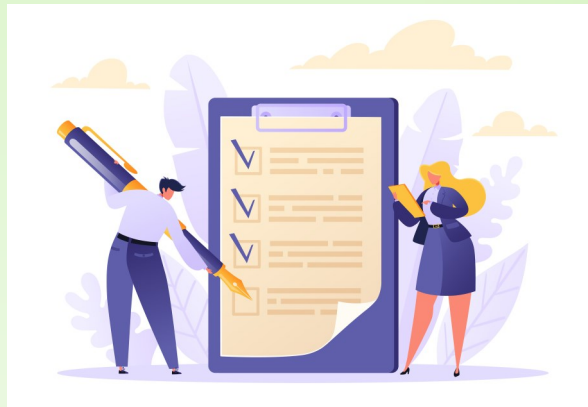
INDIANA HEALTH COVERAGE PROGRAMS    BT202488    JUNE 20, 2024

---

## OMPP clarifies background check requirements for HCBS provider certification

The Office of Medicaid Policy and Planning (OMPP) Home- and Community-Based Services (HCBS) certification team would like to clarify the types of background checks that are acceptable for the HCBS provider certification process.

- The OMPP HCBS certification team must obtain a current background check for each employee or agent involved in the direct management, administration or provision of services before providing direct care to individuals receiving services.
- The minimum accepted background is a limited history check. A report may be requested through the Indiana State Police [Get Limited Criminal History](#) page at [in.gov/isp](#). A copy of the individual's driver license must be provided with this background check.
- National background checks, as well as fingerprint-based background checks, are acceptable.
- All background checks must be completed within **90 days** of the provider's certification application.



### For IHCP high-risk providers

Providers seeking certification for any HCBS services that have an Indiana Health Coverage Programs (IHCP) enrollment screening risk category of high (including Attendant Care and Specialized Medical Equipment and Supplies) are required to have a national background check prior to their initial IHCP enrollment. This requirement applies to all individuals who have at least 5% ownership or controlling interest in the enrolling business entity, including the board of directors if the enrolling entity is not-for-profit.

The national background check must be performed by the Indiana State Police through IdentoGO. Instructions may be located on the [Provider Enrollment Risk Levels and Screening](#) page at [in.gov/medicaid/providers](#).

If a provider (owner or managing individual) is using this process to satisfy the background check requirement for certification, they may submit a copy of the confirmation notice from IdentoGO.

---

***The IHCP process for pursuing the national background check required for high-risk category providers is only to be used for owners and managing individuals and not all employees. Employees may submit a national background check outside of the IHCP process prescribed for high-risk category providers.***

---

**QUESTIONS?**

If you have questions about this publication, please contact Customer Assistance at 800-457-4584.

**COPIES OF THIS PUBLICATION**

If you need additional copies of this publication, please download them from the [IHCP Bulletins](#) page of the IHCP provider website at [in.gov/medicaid/providers](http://in.gov/medicaid/providers).

**SIGN UP FOR IHCP EMAIL NOTIFICATIONS**

To receive email notices of IHCP publications, subscribe by clicking the blue subscription envelope or sign up from the [IHCP provider website](#) at [in.gov/medicaid/providers](http://in.gov/medicaid/providers).

