



Eric Holcomb, Governor
State of Indiana

Division of Mental Health and Addiction
402 W. WASHINGTON STREET, ROOM W353
INDIANAPOLIS, IN 46204-2739

4/30/2024

Provider Type Conversion

To: CMHW Providers

RE: New policy - Provider Type Conversion

Effective: June 15, 2024

Effective May 1, 2024, Indiana Family and Social Services Administration will implement a new policy for Child Mental Health Wraparound providers.

As of the effective date, CMHW providers may convert their authorization from one provider type to another (for example, from Individual Service Provider to Nonaccredited Agency). Providers must meet qualifications outlined in the [CMHW Provider Module](#) section pertaining to the provider type they wish to convert to (provider type qualifications can be found in Section 13: Service Providers).

At the time of conversion, providers must:

- Submit the required Division of Mental Health and Addiction documents, which can be found [here](#).
- After receiving conversion approval from Division of Mental Health and Addiction, deactivate current IHCP billing status and complete a new IHCP enrollment based on the new provider type.
- Update Electronic Visit Verification (EVV) enrollment to reflect the new provider type/name.

To ensure compliance with Medicaid billing requirements, providers must submit proof of change in IHCP billing status to DMHAYouthServices@fssa.in.gov. Proof of change must be submitted within three months of the date on the conversion approval letter from DMHA. If



proof of change in IHCP billing status is not submitted, DMHA will revert provider type to its previous provider type.

Be advised, IHCP enrollment fees are different for individual providers and agencies. Information on IHCP enrollment fees can be found [here](#).

If you have questions, please contact us at DMHAYouthServices@fssa.in.gov.