

IHCP *bulletin*

INDIANA HEALTH COVERAGE PROGRAMS BT202602 JANUARY 6, 2026

FSSA provides information about Short-Term Budget Requests for the CIH Medicaid waiver

The Indiana Family and Social Services Administration (FSSA) continues to monitor its systems and processes to ensure sustainability and efficiency regarding the use of Home-and Community-Based Services (HCBS) Medicaid waiver services. As such, the FSSA is announcing a change to the CIH budget review process.

For individuals receiving services through the Community Integration and Habilitation (CIH) Medicaid Waiver, additional funds above their objective-based allocation (OBA) can be requested through a Short-Term Budget Request (STBR) or a Long-Term Budget Request (LTBR), as set forth in *Indiana Administrative Code 460 IAC 13-8-1*.



Effective Feb. 5, 2026, for STBRs, Individualized Support Teams (ISTs) must be aware of and adhere to the following policies and procedures:

1. The STBR must demonstrate a current assessed **need** and be agreed to by the individual receiving services (or their guardian or legal representative, where applicable).
2. STBRs are for a period of six months or less from the first date the qualifying event started.
3. Prior to each STBR submission, the IST must ensure the following has occurred:
 - Explore and document the active pursuit and implementation of other services and supports, including, but not limited to, the following:
 - ⇒ Natural/integrated supports
 - ⇒ Nonpaid community services and supports
 - ⇒ Indiana Medicaid State Plan services including those that require Medicaid prior authorization (PA).
 - ⇒ Other HCBS waiver services, including Remote Supports and shared staffing with Residential Habilitation and Support, for example
 - Identify and document the first day of the qualifying event.
 - Develop a written plan demonstrating how support will continue during the temporary supports and after the temporary supports are no longer available or necessary, including use of integrated supports.
 - Gather the documentation necessary to support the STBR.
 - Conduct a team meeting (via phone/virtual/in-person) after the need for an STBR has been identified.
4. The IST must ensure that the STBR qualifying event is appropriate.
5. Each STBR submission must include all required and other relevant documentation, or it may be denied.

6. The case manager must include the attestation form with the submission.
7. The Bureau of Disabilities Services (BDS) will only issue one Request For Information (RFI) per STBR. If the requested information/clarification is not provided with the RFI response, the STBR may be denied.
8. STBRs will not be approved for more than six months. If the IST feels that the qualifying event will exceed six months, an LTBR should be discussed and submitted, if appropriate.
9. Only one STBR for the same time period may be submitted for an individual, regardless of the qualifying event. Qualifying events include the following:
 - Loss of housemate
 - Loss of employment
 - Health/medical conditions have changed
 - Behavior conditions have changed
 - Loss of primary caregiver
 - Crisis situation (abuse, neglect, state intervention, and so on)
10. If an STBR is denied, a subsequent STBR for the same time period may also be denied.

ISTs should be proactively working together to ensure an individual can be supported within their available resources, inclusive of natural or informal supports, community resources, and paid services and supports in alignment with the federal [HCBS Settings Rule](#) established by the Centers for Medicare & Medicaid Services (CMS) and as set forth in *Code of Federal Regulations 42 CFR 441.301* and *Indiana Code IC 12-8-1.6-8*.

Please contact the BDS by email at BDS.Help@fssa.in.gov with any questions.

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