

Action Request Transmittal Developmental Disabilities Services



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Number: APD-AR-19-050

Issue date: 3/20/2020

UPDATED #2

Topic: Developmental Disabilities

Due date:

Subject: Electronic Visit Verification Agency SD Import-Amended

Applies to (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging: {Select type} | <input type="checkbox"/> Health Services |
| <input checked="" type="checkbox"/> Aging and People with Disabilities | <input checked="" type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children's Intensive In Home Services |
| <input checked="" type="checkbox"/> County DD program managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Other (<i>please specify</i>): DD Brokerages, DD Agency Providers |
| <input type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Action required:

No later than January 1, 2020, DD Agency Providers who are utilizing their own EVV system and have access/permissions to utilize the Service Delivered (SD) Import functionality in eXPRS to submit their Service Delivered billing entry data for POC may need to make modifications to their internal systems to accommodate eXPRS system changes for EVV.

EVV is only required for the following Attendant or Personal Care services:

- OR526 – Attendant Care
- OR526/ZE – Attendant Care 2:1 staff
- OR526/RB – Attendant Care Group
- OR507 – Daily Relief Care
- OR502 – State Plan Personal Care

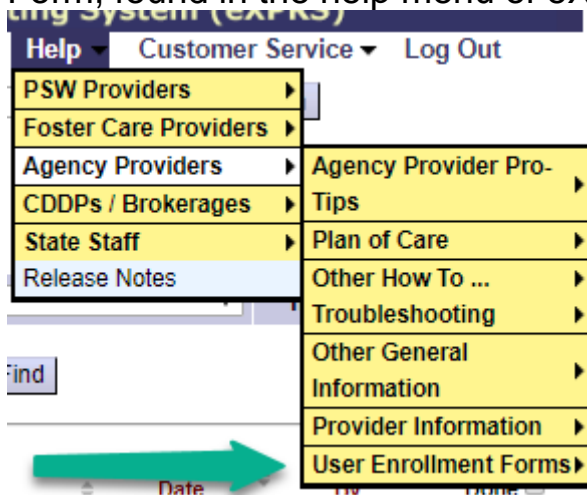
The table below lists the additional fields and formats for the EVV data required. Agencies do not need to submit separate spreadsheets for EVV SDs and Non-EVV SDs. If a field does not apply to a service, leave blank for the import process.

Once imported, the draft SD entries can then be modified and/or submitted for

payment. EVV SDs will require the name of the Direct Support Professional who delivered the services, start geolocation, end geolocation, and/or reason description for changes made to the SD prior to submission.

If you would like to learn more about the SD Import Process, or already have access and would like to practice this file upload outside of the eXPRS Production environment, please contact ODDS.EVV@dhsosha.state.or.us.

To request access to the SD Import Process, please complete a new User Enrollment Form, found in the help menu of eXPRS once you are logged in.



Reason for action:

The Office of Developmental Disabilities Services (ODDS) is implementing Electronic Visit Verification (EVV) as required in the Cures Act, a federal law that passed in 2016. It requires states to verify the delivery of Medicaid-funded **In-Home** Attendant or Personal Care services in real time (at the time the service is occurring) from providers.

If an agency plans to use the eXPRS EVV system for capturing EVV data, the system will not be available until **late Spring 2020**. If you responded to the ODDS survey stating your intent to use the eXPRS EVV system, ODDS will send providers an approved variance to the requirement of utilizing EVV until **late Spring 2020**. If you did not report your intent to use eXPRS for EVV, but have determined that it is the best option for your agency, please notify ODDS at ODDS.EVV@dhsosha.state.or.us.

FAQ:

See EVV Frequently Asked Questions on the ODDS Electronic Visit Verification Project page (<https://www.oregon.gov/DHS/SENIORS-DISABILITIES/DD/PROVIDERS-PARTNERS/Pages/evv.aspx>).

Field/stakeholder review: Yes No

If yes, reviewed by:

Communication/training:

If you have any questions about this action request, contact:

Contact(s): Stephanie Roncal	
Phone: 503-957-0356	Fax:
Email: stephanie.roncal@dhsoha.state.or.us	

Agency EVV Service Delivered Import: File Format

.CSV File Layout

The file must match the data elements in the following sequence, with no intervening space. The authorization information can be viewed or exported from the Find SPA page (user would then have to delete the extra columns, reorder the columns, then add the other required columns).

Data Element	Description	Format
Provider Service location ID	eXPRS unique identifier for provider's service location	5+ digit integer e.g. 12345
Service Element	First of three parts of eXPRS unique identifier for a service	2- or 3-digit integer e.g. 49 or 149
Procedure Code	Second of three parts of eXPRS unique identifier for a service	5 characters e.g. OR501
Service Modifier Code	Third of three parts of eXPRS unique identifier for a service	2 characters e.g. NA/W1
Client Prime	DHS unique identifier for client	8 characters e.g. AA22222A
Service Date	The date of service	mm/dd/yyyy e.g. 01/13/2015
Start time	The start time of service, exact minute	h:mm a e.g. 1:37 PM
End time	The end time of service, exact minute	h:mm a e.g. 4:53 PM
Direct support hours (only for OR401 W5/W6)	Quarter hours of direct client interaction for OR401 W5/W6 (otherwise <u>must be blank</u>)	Number between 0 and 24 inclusive
Begin Location Latitude	The latitude at the start of the service	Decimal e.g. 42.54505108973063
Begin Location Longitude	The longitude at the start of the service	Decimal e.g. 122.5698236982632
End Location Latitude	The latitude at the end of the service	Decimal e.g. 42.54505108973063

End Location Longitude	The longitude at the end of the service	Decimal e.g. 122.5698236982632
Direct Support Professional	First name (space) Last name of the DSP for the service	Alpha, 100 characters

The provider is responsible for obtaining all above named identifiers from existing pages/screens in eXPRS, and for performing any necessary data mapping from information in their own data systems to these identifiers. The provider is responsible for the creation of any necessary data identifier conversion tables or utilities, and is responsible for the accuracy of any such identifier conversion mechanisms.

Example file content for three valid service delivered lines:

12345,49,OR542,W1,AA22222A,07/13/2019,1:15 PM,4:45
PM,,42.54505108973063,122.5698236982632,42.31416401809694,122.85844944128928,Sally Smith

55155,149,OR401,W6,BB22222B,07/14/2019,12:00 AM,12:00
PM,2.5,42.54524595573781,122.56969199527293,42.54513155309924,122.56976388298668,Bo Wallace
34567,54,OR401,W5,CC22222C,07/13/2019,12:15 PM,5:15
PM,5,42.54509104798276,122.56967214403107,42.54498821244895,122.56978851169723,Joe Miller