



**Department  
of Health**

# **Electronic Visit Verification (EVV)**

## **Technical Assistance Call**

December 2020

## Housekeeping



All attendees will be on mute throughout the presentation



Please send all questions to [EVVHelp@health.ny.gov](mailto:EVVHelp@health.ny.gov)

## Today's call

- Introduction/Updates – Kiera Bentley
- Attestation Demo – CSRA Team
- API Demo – CSRA Team
- Open Q & A – Dan Hallenbeck/ EVV Team
- Next Steps

# Updates

- Production API – will go live on December 10<sup>th</sup>
  - <https://developer.emedny.io/>
  - All valid submitters can begin submitting at this time

**\*December 31st, 2020 - Final Date for Providers to Implement EVV for Medicaid Personal Care Services (PCS)**

- Walkthrough of artifacts
  - EVV Technical User Guide
    - eMedNY.org
  - EVV Interface Control Document
    - eMedNY.org and <https://www.health.ny.gov/evv>

December 2020

# EVV Enrollment and Submission Information

## Outlined below are the steps to follow on being prepared to submit EVV data:

- **Step 1:** Enroll as a NYS Medicaid Provider and get an MMIS ID, if not currently enrolled
- **Step 2:** Determine who will be your “submitter” (you can be your own submitter)
- **Step 3:** If your submitter is not yet enrolled as a Medicaid Provider, have them enroll as well
- **Step 4: Submit an EVV Attestation Form**
- **Step 5:** Have the submitter obtain the login credentials for the eMedNY Provider Web Portal, so that they can gain access to the eMedNY API Developer Portal  
<https://portal.emedny.org>
- **Step 6:** Using web portal credentials, login to <https://developer.emednytest.io> (available now for testing) OR <https://developer.emedny.io> (PROD which will be made available later), to obtain an API key.

\*Please review the EVV User Guide located on [www.emedny.org](http://www.emedny.org) for more detailed info!

# EVV Attestation Form

## Create a PE Portal Account

How to get there:

- Go to [www.emedny.org](http://www.emedny.org)
- Click on **Electronic Visit Verification (EVV)** on the right hand side of the main page.

The screenshot shows the eMedNY website interface. At the top, there is a search bar and navigation menu. The main content area features a prominent banner for 'PROVIDER ENROLLMENT' with a 'COVID-19 Provisional Temporary' notice. Below the banner, a 'welcome to eMedNY' message is displayed. On the right-hand side, a sidebar contains several utility buttons, including 'Login ePACES', 'Login eXchange', 'Login PTAR', 'Provider Portal', and 'Electronic Visit Verification (EVV)'. The 'EVV' button is highlighted with a red circle. A yellow warning box is also present in the sidebar, asking about compliance with NYSDOH EFT requirements. The bottom of the page has a footer with buttons for 'NEW MEDICARE', 'MEDICAID MANAGED CARE NETWORK', 'PTAR', and 'REVALIDATION'.

# EVV Attestation Form

## Link to the PE Portal

- You will get to the PE Portal by clicking on “Attestation Form” under Useful Links



## Electronic Visit Verification (EVV)

[Section 12006\(a\) of the 21st Century Cures Act](#) mandates that states implement EVV for all Medicaid personal care services (PCS) and home health services (HHCS) that require an in-home visit by a provider. This applies to PCS provided under sections 1905(a)(24), 1915(c), 1915(i), 1915(j), 1915(k), and Section 1115; and HHCS provided under 1905(a)(7) of the Social Security Act or a waiver.

EVV is a system that may include multiple point-of-care verification technologies, such as telephonic, mobile, and web-based verification inputs. The system electronically verifies the occurrence of home-or community-based service visits, identifying the time that service provision begins and ends to ensure accurate claims disbursement and safeguarding that beneficiaries who are authorized to receive services get the expected care. EVV is used to:


- Verify visits on a real-time basis, including date, location, type of service, individual(s) providing and receiving services, and duration of service(s)
- Validate hours of work for home health employees
- Eliminate billing data entry mistakes
- Reduce costs related to paper billing and payroll
- Help combat fraud, waste, and abuse



## Guides

 [EVV Technical User Guide](#)

## Useful Links

- [Change Email for Attestation](#)
- [Provider Enrollment](#)
- [Provider Portal](#)
- [Attestation Form](#) 
- [Interface Control Document](#)
- [Published Rate Codes and Procedure Codes subject to EVV](#)
- [Technical Assistance Information](#)

This page has a lot of info!

- Interface Control Doc
- EVV Technical User Guide
- Provider Web Portal
- Attestation Form- click here**

# EVV Attestation Form

## Sign up for the PE Portal

- Signing up for an account is easy. Click on “Sign up” at the bottom.
- A valid email address is required
- Phone number **MUST** start with +1

- ✓ Password must contain a lower case letter
- ✓ Password must contain an upper case letter
- ✓ Password must contain a special character
- ✓ Password must contain a number
- ✓ Password must contain at least 16 characters

For questions on the PE Portal, please call the eMedNY Call Center at **1-800-343-9000**

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The screenshot shows the eMedNY ID sign-in interface. At the top is the eMedNY ID logo. Below it, the text reads "Sign in with your username and password". There are two input fields: "Username" and "Password". A link for "Forgot your password?" is located below the password field. At the bottom, there is a blue "Sign in" button and a link that says "Need an account? Sign up".

<https://pe.emedny.org/>

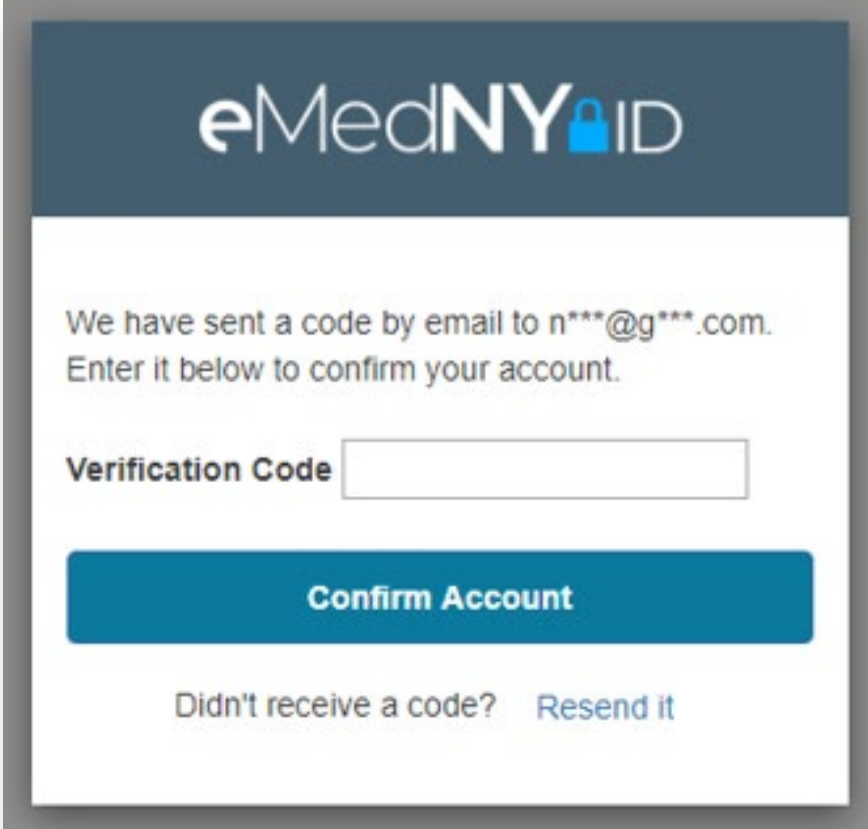
The screenshot shows the eMedNY ID sign-up interface. At the top is the eMedNY ID logo. Below it, the text reads "Sign up with a new account". There are four input fields: "Username", "Name", "Phone number" (with the example "+12125551234"), and "Email" (with the example "name@host.com"). Below these is a "Password" field. At the bottom, there is a blue "Sign up" button and a link that says "Already have an account? Sign in".



# EVV Attestation Form

## Confirming Your PIN:

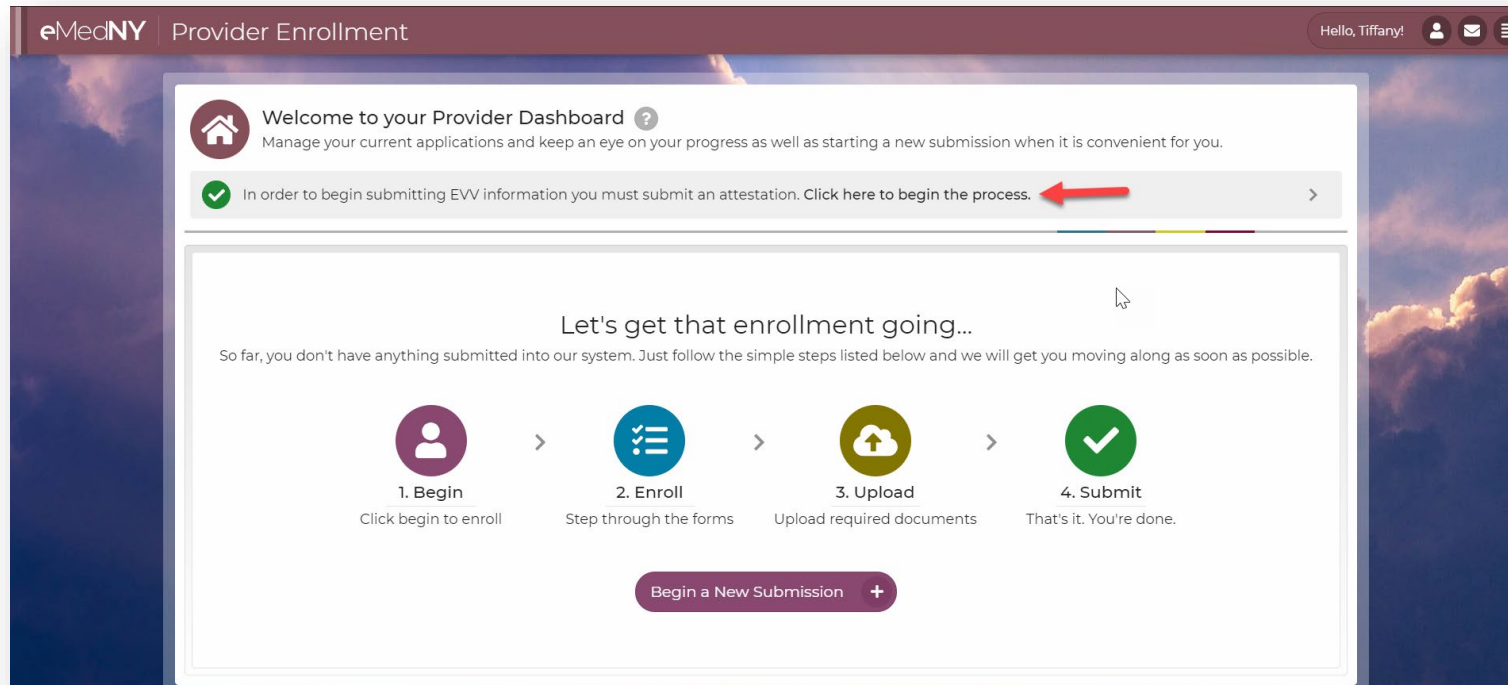
- You will then be told a PIN has been sent to your email address you used to create your account.
- Go to your email to get the PIN and enter it here.
- Click “Confirm Account”



The screenshot shows the eMedNYID account confirmation interface. At the top, the logo 'eMedNYID' is displayed with a blue padlock icon. Below the logo, a message states: 'We have sent a code by email to n\*\*\*@g\*\*\*.com. Enter it below to confirm your account.' A text input field labeled 'Verification Code' is provided for the user to enter the received code. Below the input field is a prominent blue button labeled 'Confirm Account'. At the bottom of the form, there is a link that reads 'Didn't receive a code? Resend it'.

# EVV Attestation Form

## Your Provider Dashboard in the PE Portal:



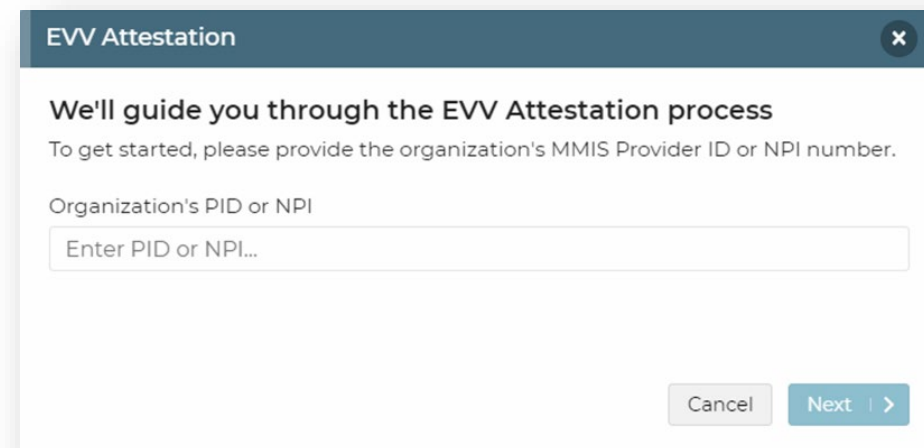
- Click on, **Click here to begin the process.** This will allow you to add the MMIS ID you are submitting for to your file.

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# EVV Attestation Form

## Entering the Provider Information:

- The PID is the provider ID (also known as a MMIS ID)
- Enter the PID or NPI of the provider you are submitting the attestation for.
- Click **Next**
- It will then display the information for the provider you entered, if this is correct, click **Next**.

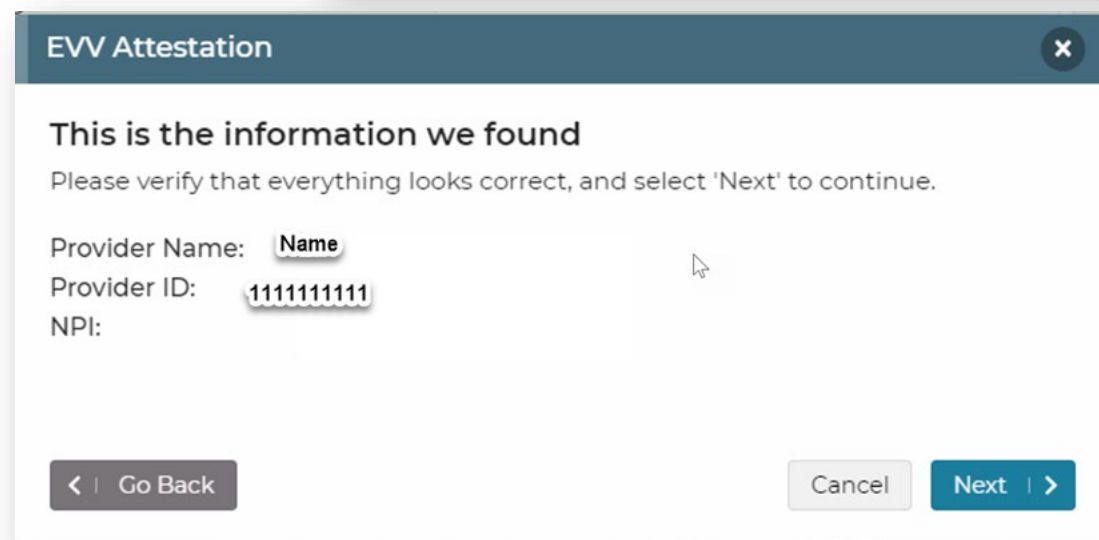


EVV Attestation

We'll guide you through the EVV Attestation process  
To get started, please provide the organization's MMIS Provider ID or NPI number.

Organization's PID or NPI

Cancel Next | >



EVV Attestation

This is the information we found  
Please verify that everything looks correct, and select 'Next' to continue.

Provider Name: **Name**

Provider ID: **1111111111**

NPI:

< | Go Back Cancel Next | >

# EVV Attestation Form

## Linking Your Provider to Your PE Portal Account:

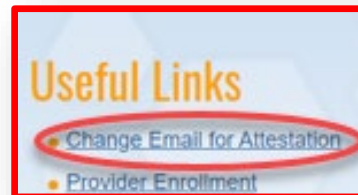
- A PIN will be sent to the *email address eMedNY has on file for the correspondence address attached to the provider ID, NOT the email address you used to create an account in the PE Portal.*
- To change the correspondence email address, click on **“Change Email for Attestation”** under Useful Links on the EVV page of [emedny.org](https://www.emedny.org)
- <https://www.emedny.org/evv/email/>

## Confirming Your PIN:

- Once you have the PIN sent to the email address, the screen will change for you to enter the PIN number. Enter the PIN from the email.
- Click on **Submit**.
- Once PIN is submitted, you can start the attestation form.

For assistance with this process, please call the eMedNY Call Center at

**1-800-343-9000**



# EVV Attestation Form

## Entering Information on the Attestation Form:

- The electronic form has three sections: **Introduction**, **Attestation**, **Submitters**
- **Introduction:**
  - Please read it for your knowledge and click Next.

The screenshot displays the eMedNY Provider Enrollment interface. On the left, a 'My Sections' sidebar shows three items: 'Introduction' (checked), 'Attestation' (checked), and 'Submitters' (unchecked). A red circle highlights the 'Introduction' and 'Attestation' items. The main content area is titled 'Electronic Visit Verification (EVV) Attestation Instructions' and contains the following text:

An Electronic Visit Verification (EVV) Attestation must be submitted on an annual basis to the EVV Program through the Provider Enrollment and Maintenance Portal.

Reminder notices will be sent to the email address on file reiterating the requirement to submit the Attestation prior to the annual deadline of January 1.

If the responsible provider or Fiscal Intermediary (FI) fails to submit the Attestation by the deadline, the provider status will be filed with the Office of the Medicaid Inspector General (OMIG) for review.

The Provider Organization Name/Fiscal Intermediary (FI) must match what is on file when the organization or FI enrolled with eMedNY.

All fields are required unless stated otherwise as 'if applicable'.

It is the responsibility of the Fiscal Intermediary (FI) or responsible provider to ensure the email provided is up to date and monitored frequently for important EVV communications.

Please continue to the next section to perform your attestation.

# EVV Attestation Form

## Attestation:

- Enter your information for email, name and title.

## Submitters:

- Click on **Add Submitters** to start entering the submitters you are attesting will be submitting EVV data on your behalf (this includes yourself if applicable to you).

# EVV Attestation Form

## Entering Your Submitter(s):

- Submitter Name, then click **Next**.
- Submitter NPI or MMIS ID, then click **Validate**.
- Confirm the information, and click **Confirm** if correct.

My submitters

Adding a new submitter

Choose a name for your submitter and then click "Continue" to fill it out

submitter Name \*

Submitter 1

My submitters

1. Submitter 1

Identify EVV submitters

Click on the "Validate" button to the right to confirm that this information is correct.

EVV Submitter NPI or MMIS ID \*

0000000000

Provider Validation

Please ensure that the information shown is correct, and then click "Confirm" to complete validation.

Provider Name  
MMIS ID/PID  
NPI

CANCEL CONFIRM



# EVV Attestation Form

## Saving and adding another Submitter:

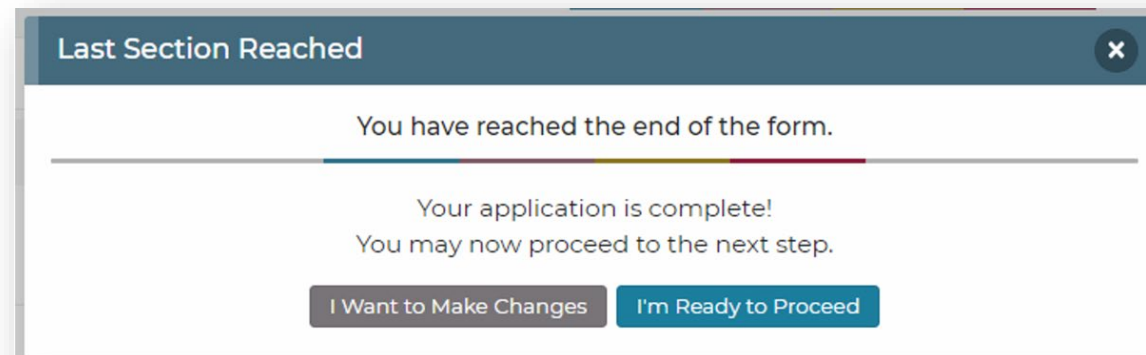
- If adding another submitter, click on **SAVE & ADD ANOTHER**.
- If done, click on **SAVE & CLOSE**.
- Your three sections will now have green check boxes, when you are done adding all your submitters, click **Continue** at the top.



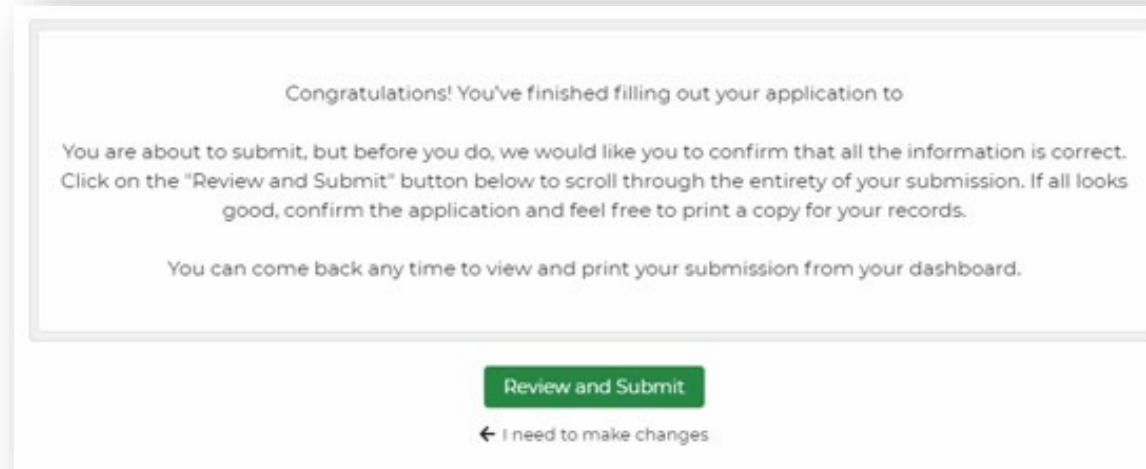
# EVV Attestation Form

## Submitting Your EVV Attestation

- If you need to make changes, click on **“I want to Make Changes.”**
- If you are ready to go to submission, click on **“I’m Ready to Proceed.”**
- The screen will display your provider information at the top, you can still go back if needed, or click on **“Review and Submit”** to view all of the information you entered, and submit your form.



This screenshot shows a notification box titled "Last Section Reached" with a close button (X) in the top right corner. The text inside the box reads: "You have reached the end of the form." Below this is a horizontal progress bar that is almost full. Underneath the bar, it says: "Your application is complete! You may now proceed to the next step." At the bottom of the box are two buttons: "I Want to Make Changes" (grey) and "I'm Ready to Proceed" (blue).



This screenshot shows a confirmation screen with the following text: "Congratulations! You've finished filling out your application to". Below this is a paragraph: "You are about to submit, but before you do, we would like you to confirm that all the information is correct. Click on the 'Review and Submit' button below to scroll through the entirety of your submission. If all looks good, confirm the application and feel free to print a copy for your records." Another paragraph follows: "You can come back any time to view and print your submission from your dashboard." At the bottom, there are two buttons: "Review and Submit" (green) and "← I need to make changes" (grey).

# EVV Attestation Form

## Confirm your Information:

- Be sure all the information on the screen is correct.
- Click on **“I need to make changes”** if not correct
- Click on **“Confirm and Submit”** if all is correct. **Clicking “Confirm and Submit” submits your EVV attestation form.**
- EVV attestation forms are processed within 24 hours.

The screenshot shows the 'Review and Submit' page of the EVV Attestation Form. The page has a dark teal header with the text 'Review and Submit'. Below the header, there is a light gray box with the text 'Please review the summary of your application before submitting'. The main content area is white and contains several sections: 'Provider Name' with a sub-section 'Maintenance for Billable Business'; 'Attestation' with fields for 'Organization/Individual Email', 'Owner/Officer Name:', and 'Owner/Officer Title:'; and 'Submitters - Submitter 1' with fields for 'EVV Submitter NPI or MMIS ID', '- User Entered Value:', '- Name:', '- NPI:', and '- Provider ID:'. At the bottom of the form, there is a green button labeled 'Confirm and Submit' and a link labeled '← I need to make changes'. A disclaimer at the bottom reads: 'By submitting this application, you confirm that the above information is accurate'.

# Question and Answer

- We will try to answer as many questions within the given timeframe
- If your question is not answered, please send it to [EVVHelp@health.ny.gov](mailto:EVVHelp@health.ny.gov)
- To ask a question, please type question in the Chat Box
  - Please do not repeat your questions, we will do our best to get to as many as possible

# Still time to Test!

- If you are interested in signing up for testing, please email: [emednyapirequest@gdit.com](mailto:emednyapirequest@gdit.com)
- Or email [EVVHelp@health.ny.gov](mailto:EVVHelp@health.ny.gov)

# Next Steps

- Continue to test
- Upcoming Technical Assistance Calls
  - December 15<sup>th</sup> – 2:00 – 3:00 PM
  - December 29<sup>th</sup> – 2:00 – 3:00 PM
- December 31st, 2020 - **Final Date for Providers to Implement EVV for Medicaid Personal Care Services (PCS)**

# EVV Implementation Questions and Resources



## EVV Help Mailbox

- [EVVHelp@health.ny.gov](mailto:EVVHelp@health.ny.gov)

## NYS EVV Listserv Email

- [listserv@listserv.health.state.ny.us](mailto:listserv@listserv.health.state.ny.us)

Please include the following in your email sign-up request:  
SUBSCRIBE EVV-L YourFirstName YourLastName



## Website Resources

### NYS DOH EVV Website

- <https://www.health.ny.gov/evv>