

# EVV Policy Revisions Effective June 1, 2022

The following format is used for the tables below:

- Above each table is an EVV policy name. The tables list the following information about the policy:
  - The left column lists the name of the subsection found in the EVV Policy Handbook.
  - The right column lists the subsection number and revisions found in the EVV Policy Handbook.

## Schedules

Policy Subsection Name	Policy Subsection Numbers and Revisions
Schedules	4600 <ul style="list-style-type: none"><li>• Defines a schedule</li><li>• Describes:<ul style="list-style-type: none"><li>○ Program provider and FMSA requirements and responsibilities</li><li>○ EVV system requirements and functionality with a schedule</li><li>○ How an EVV visit transaction matches against a schedule</li><li>○ Visit maintenance reduction features</li><li>○ Options an EVV PSO may choose from</li></ul></li></ul>
Schedule Types	4610 – New section <ul style="list-style-type: none"><li>• Explains when to select the different schedule types (Daily Fixed Schedule, Daily Variable Schedule, Weekly Variable Schedule), including the schedule match criteria.</li></ul>

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## Visit Maintenance Reduction Features

Policy Subsection Name	Policy Subsection Numbers and Revisions
Visit Maintenance Reduction Features	8100 <ul style="list-style-type: none"> <li>• Explains how visit maintenance reduction features work with selected schedule types.</li> <li>• Removes information about the 24-hour call matching window.</li> </ul>

## EVV CDS Employer Policies

Policy Subsection Name	Policy Subsection Numbers and Revisions
EVV CDS Employer Policies	16000 – New section <ul style="list-style-type: none"> <li>• Explains EVV standards and policy requirements for CDS employers.</li> </ul>
CDS Option Stakeholders	16010 – New section <ul style="list-style-type: none"> <li>• Defines and lists responsibilities for the:               <ul style="list-style-type: none"> <li>○ FMSA</li> <li>○ CDS employer</li> <li>○ Designated Representative</li> <li>○ Legally Authorized Representative</li> <li>○ CDS employee</li> <li>○ Member</li> </ul> </li> </ul>

## EVV CDS Employer Policies – *Cont.*

Policy Subsection Name	Policy Subsection Numbers and Revisions
<p>CDS Employer Steps Prior to Using an EVV System</p>	<p>16020 – New section</p> <ul style="list-style-type: none"> <li>• Explains the first three steps a CDS employer must take prior to using an EVV system:               <ol style="list-style-type: none"> <li>1. Complete Form 1722, Employer’s Selection for EVV Responsibilities.</li> <li>2. Complete required training.</li> <li>3. Train CDS employees on clock in and clock out methods.</li> </ol> </li> <li>• Explains EVV system access for the CDS employer and CDS employee.</li> <li>• Describes CDS employer responsibilities.</li> <li>• Provides information related to schedules.</li> </ul>
<p>CDS Employer(s) Using an EVV System</p>	<p>16030 – New section</p> <ul style="list-style-type: none"> <li>• Explains required actions for CDS employers:               <ul style="list-style-type: none"> <li>○ Ensure the CDS employee is using the EVV system.</li> <li>○ Complete visit maintenance, if applicable.</li> <li>○ Review and approve time worked after visit maintenance is complete.</li> </ul> </li> <li>• Describes visit maintenance (Options 1, 2 and 3).</li> <li>• Describes approving time worked.</li> </ul>
<p>Failure to Use an EVV System in the CDS Option</p>	<p>16040 – New section</p> <ul style="list-style-type: none"> <li>• Lists CDS employer responsibilities as it relates to using an EVV system.</li> <li>• Provides information about when an EVV system is not used.</li> </ul>

## **EVV CDS Employer Policies – *Cont.***

<b>Policy Subsection Name</b>	<b>Policy Subsection Numbers and Revisions</b>
CDS EVV Compliance	16050 – New section <ul style="list-style-type: none"><li>• Explains compliance requirements for CDS employers.</li></ul>
CDS Bonuses and Overtime	16060 – New section <ul style="list-style-type: none"><li>• Provides information about bonuses and overtime.</li></ul>
CDS Complaints	16070 – New section <ul style="list-style-type: none"><li>• Provides contact information for CDS employers who have complaints.</li></ul>