

Prepping for EVV in New York

Agency Decisions

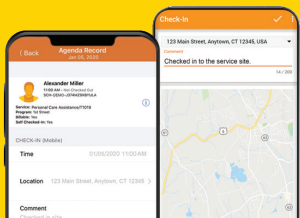
- What is your agency's Bring Your Own Device Policy? Do you have one?
- What Services will you Allow to use Self-Check In?
- Do you want your staff to be Allowed to use Self-Scheduling?
- What are your plans for how to handle missed check-in's?
- What is your plan for Staff Training?
- What are your agency's acceptable methods of check-in?
 - Mobile (Therap recommends this method)
 - Offline - Requires scheduling in advance
 - IVR - Requires scheduling in advance
 - Fixed Visit Verification (FVV)
 - Web

Therap Set-up Now (Scheduling/EVV needs to be purchased and activated)

- Caregiver ID, No setup needed this will be pulled from the User Form ID
- Geo-locate Site Addresses by going to Admin Tab > Site > List (Optional)
- Geo-locate Individual's Addresses by going to the Individual Tab > Individual Demographic > Search
- Complete Scheduling EVV Provider Preferences by going to the Admin Tab > Provider Manage
- Complete Staff Set-up by going to the Admin Tab > Staff Manage
- Make Individuals schedulable by going to Admin Tab > Individual Manage
- Create Schedules for staff to check in to if using Slots (vs. Self-Check In) by going to Agency > Scheduling > Create/Edit
- If using IVR or Offline Schedules you need to create your Pin Codes and schedule in advance
- Add an End Date to the current ISP Program (i.e. 12/31/2020)
- Create (Copy existing) ISP Program with a Start Date (i.e. 01/01/2021) and select EVV Supporting Document in the External Module Connection Section
- Add an End Date to the current Community Hab Staff Action Plan (i.e. 12/31/2020)
- Create (Copy existing) Community Hab Staff Action Plan with a Start Date of (i.e. 01/01/2021) linking the ISP Program that is set-up as EVV Support Document

Therap Practice

- Checking in and out from Scheduling
- Completing ISP Data from Mobile Application



Offline Options
Available

Therap Set-up TBD (functionality will change based on testing outcome with aggregator)

- Create Service Description Codes
- Create Funding Source
- Create Service Authorizations for 01/01/2020
- Update Staff Set-up to include the new EVV Service Description Code
- Update Scheduling EVV Provider Preferences to include the new EVV Service Description Code