

North Carolina Department of Health Benefits (NC DHB)

FFS Third Party EVV Addendum v1.5.1

Addendum to Third Party Alternate EVV System Specification v7.10

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Version Update

| Version | Author | Section | Changes | Date |
|---------|---------------|---|---|------------|
| V1.0 | Pamela Brooks | | Initial Draft (based on v07 workbook) | 10.23.2020 |
| V1.1 | Pamela Brooks | 2 / Field Index 2 | Dropped the 3 digit location code that pre-pended both the NPI and API values for ProviderID | 12.07.2020 |
| V1.2 | Pamela Brooks | 2 / ClientGeneral Indices 6, 7, 11 2 / VisitGeneral Indices 8, 9 | Updated client Medicaid ID value to be 10 CHAR ALPHANUM Revised document to include all content from Generic Alt EVV spec v7.10 | 12.08.2020 |
| V1.3 | Pamela Brooks | 2 / ClientGeneral Indices 5 | Update ClientQualifier field from ClientOtherID => | 01.14.2020 |
| | | 2 / VisitGeneral Indices 7 | ClientMedicaidID – In Update 07/09/21 Update ClientIDQualifier field from ClientOtherID => ClientMedicaidID – In Update on 07/09/21 | |
| V1.4 | Pamela Brooks | Appendix 4 2 / VisitGeneral Indices 19, 20 | New exception codes – 5 Unscheduled Visit, 21 No Show Added clarifying language around exception IDs required – In Update on 07/09/21 | 04.20.2021 |
| V1.5 | Pamela Brooks | Appendix 2 | Added new programs/service codes for PHP, LME – In Update on 07/09/21 | 05.10.2021 |
| V1.5.1 | Pamela Brooks | 2 / Employee General | Added clarification that Employee segment is required – In Update on 07/09/21 | 05.13.2021 |

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1 Overview

The Third Party AltEVV interface is intended for Third Party EVV Vendors to provide program visit data to the Sandata Aggregator. An Alternate EVV Data Collection System will build one data pipe to the Aggregator and send synchronous data 'packages' per defined provider agency. This includes clients, employees, visits, and their associated calls as well as the ability to send data related to visit modifications. Visits are considered to be completed when all required information has been supplied for the visit and all visit exceptions have been remediated. Sandata will verify that visits received pass all program edit rules on receipt. Note that the expectation is that all visit changes will be supplied along with the final completed visit.

The addendum to the generic specification is intended to document all required data elements and attributes that have values specific to your program. All expected values, formatting and validation rules should be identified for each element, where applicable.

Complete Third Party AltEVV interface transmission guidelines may be found in the generic specification provided during Implementation.

1.1 Intended Audience

The intended audience of this document is:

- Project Management and Technical teams at Sandata.
- Project Management and Technical teams who will be implementing this interface.

1.2 Transmission Frequency

For optimal system performance, it is recommended that visits should be sent in near real time. It is expected that information is sent as it is added/changed/deleted in the Alternate EVV Data Collection System. Note that rejection responses will be delivered on a separate API call that is initiated by the third party–in near real time.

1.3 Transmission Limits

A single transaction may contain from 1 to 5,000 records. A single record set would include all associated elements. If the group size exceeds the maximum limit for the group, the complete group will be rejected. During peak loads, records received may be queued and processed as resources permit. Other transactions received for the Provider ID will be queued behind these until they are processed since they must be processed in the proper order.



1.4 Data Type Format Details

The user will send information in **JSON or XML** format. JSON and XML allow multiple "child" entities for a parent.

The format of the information sent must match exactly the format defined below and must be sent via web service using JSON or XML. Ultimately, we support only three data types during transmission: string, number and Boolean. The specification uses more additional data types to ensure that data is received in the expected formats and appropriate record level editing can be incorporated. Except where numeric, the assumed JSON and XML format should be string. The data type provided in the specification is based on the following field definitions.

See appendix 9 for samples transmissions.

Note that the format is case sensitive. All field names must be provided in EXACTLY the casing used in the definitions below. Sandata recommends using RESTful services with JSON formatting.

| Data Type | Description | Example |
|---------------------|--|----------------------|
| DateTime | The date and time is represented as a string with the following format: YYYY-MM- DDTHH:MM:SSZ All times will be provided in UTC. If time is not material, it will be provided as is expected. | 2016-12-20T16:10:28Z |
| Date (only Date) | The data is represented as a string with the following format: YYYY-MM-DD | 2016-12-20 |



| Data Type | Description | Example |
|-----------|--|--|
| | Date only will be sent in UTC format. | |
| Timezone | All time for tracking visits will be in UTC. The Time zone name expected in each transaction is the actual Time zone where the event took place. i.e. US/Eastern | A complete list of time zones can be found in the appendix of this document. |
| String | A string is a row of zero or more characters which can include letters, numbers, or other types of characters as a unit, not an array of single characters. (e.g. plain text). | "This is a string" (See <u>Wikipedia String</u>) |
| Integer | An integer is a numeric value without a decimal. Integers are whole numbers and can be positive or negative. | 52110 (positive) -87721 (negative) (See <u>Wikipedia Integer</u>) |
| Decimal | A floating point number is referred to as a decimal . Can be positive or negative. | 8221.231 (positive) -71.214 (negative) (See <u>Wikipedia Decimal</u>) |
| Boolean | A logic predicate indicator that can be either true or false. | True False See <u>Wikipedia Boolean</u> |



1.5 AltEVV Interface Transmission Guidelines

- File Format: JSON
- File Delivery: via RESTful API
- 1.6 Program Specific Assumptions & Business Policies
 - Scope of Data: Completed visits

1.7 Rejected Record Process

When records are received, Sandata will return against each group a transaction ID and an ACK (acknowledgment of receipt). This transaction ID can be queried by the caller for status of the records in the transaction. This process will allow the provider/vendor to get status on any of the records that may have been rejected. The example below is for an employee record.





1.8 New Record and Updates

New records and updates for previously sent data should be provided via clients, employees, visits interfaces ('data packages'). If a set of records is sent (either client, employee, or visit), all associated applicable elements should be sent. Partial updates will be rejected. An update that deletes a record will not actually remove information since Sandata will not physically delete information. The deleted record/s will no longer be visible on the application. However, the record history will maintain the original data received.

1.9 Transmission Method

Sandata supports an SOA architecture. Sandata will provide an API for 3rd party vendors or agency's internal IT organizations to utilize. Sandata will provide sample JSON or XML format information (Java equivalent to XML), as well as the WADL (JSON equivalent of the WSDL) to those parties developing the interface. This specification will include the rest endpoints needed to request status on record acceptance /rejection.

See appendix 9 for sample transmissions.

1.10 Rules

The following rules apply to information received through this interface. For all rules that result in a rejection, it is expected that the issue will be resolved in the Alternate Data Collection System and the information subsequently retransmitted.

- ✓ There is one set of Interfaces per Sandata Provider Agency ID.
- ✓ There will be 3 independent types of data provided through the Alternate EVV interface:
 - Clients;
 - Employees (Field Staff); and
 - Visit Information.

Each will be sent individually but can be delivered through the same single connection.



THE ALTERNATE DATA COLLECTION SYSTEM WILL BE RESPONSIBLE FOR:

Visit transmittals. Visits should be transmitted near real time. Actual payer frequency requirements may vary. Note that rejection responses will be delivered as separate API calls initiated by the third party. Information should be sent for only those records that are added, changed, or deleted. This is considered to be an incremental interface. Records which have not changed should not be resent.

✓ Complete transmissions.

- When sending a client, all applicable elements and sub elements must be sent during each transmission.
- When sending an employee, all applicable elements and sub elements must be sent during each transmission.
- When sending a visit, all applicable elements and sub elements must be sent during each transmission.
- Call matching. Calls received--regardless of the collection method used by the Alternate Data Collection System--are received together into a complete visit by the Aggregator, per the specification. Sandata will not attempt to match or rematch the visits received.
- ✓ Data quality. all data will be accepted from third party data "as is," including any calculated fields.
- Latitude and Longitude. Alternate EVV Data Collection Systems are responsible for providing latitude and longitude on all client addresses provided. Latitude and longitude must be provided for both the visit start and visit end time, assuming it is collected via a GPS-enabled device.
- Assigning sequence numbers. For each of the 3 types of records (client, employee, visit), the Alternate Data Collection System will be responsible for assigning sequence numbers for each interface to ensure that updates are applied in the appropriate sequence. If a record is rejected, an incremented sequence is expected on the next transmission of that record set. Sequence numbers are per unique record (client, employee, visit) and record set (modifications to the same client, employee, visit). For example, the first time a particular client is sent, the sequence would be set to 1. The second time that same client is sent, the sequence would be set to 2, etc.



- Having the ability to correct defined exceptions. Exceptions must be corrected using the standard set of reason codes provided by Payer/State. Some of the defined reason codes require additional text to provide additional information; this information must also be sent as part of this interface.
- Change log transmission. Changes made to all visit information must be fully logged, and the log information must be transmitted as part of the visit record, as applicable.
- ✓ Using standard date/time format. All dates and times provided must be sent in UTC (Coordinated Universal Time) format in GMT.

GENERAL PROCESSING RULES:

- If a record is received and any required data is missing, malformed, or incomplete as defined in the specification, the record will be rejected or set to default values in accordance with the detailed specifications.
- ✓ If an optional field is provided with an invalid value (one not listed in this specification), the field will be set to the default value, null and/or rejected, unless otherwise specified in this specification.
- ✓ If text (string) field length is longer (>/greater than) than the maximum allowed for that field value, unless otherwise noted, the field will be truncated to the maximum length specified for that field.
- Any record without a sequence number will be rejected. Sequence numbers are per unique record (client, employee, visit). For example, the first time a particular client is sent, the sequence would be set to 1. The second time the same client is sent, the sequence would be set to 2, etc.
- \checkmark Records will be processed in the order received using the assigned sequence number.



- ✓ If a record that has been received has a sequential number that is less than the one already processed, it WILL BE PROCESSED, but will be logged as "received" and inserted into history. It will not be considered to be the current record.
- Header information as determined for the payer and program must be included in each transmission for each record (client, employee, visit), otherwise the entire collection of records will be rejected.

CLIENT RULES:

The following represents a subset of the requirements for client information. Please see the Field Information section of this document for all applicable rules.

- ✓ If the client does not include at least 1 complete address (address line 1, city, state, zip code) the client will be rejected.
- ✓ If the client does not include the defined unique identifier, the client will be rejected.
- ✓ If the client does not include a Client Other ID (external ID) and Sequence ID, the client will be rejected.
- ✓ If the client does not include first name, last name and time zone, the client will be rejected.

EMPLOYEE RULES:

The following represents a subset of the requirements for employee information. Please see the Field Information section of this document for all applicable rules.

- ✓ If Staff Other ID (External ID), Sequence ID and Staff ID are not provided, the employee will be rejected.
- ✓ If employee first name and last name are not provided, the employee will be rejected.



VISIT RULES:

- ✓ Clients and Employees should be sent before visits, to ensure they exist in the Sandata system at the time of visit receipt.
- No Client Provided To allow the Aggregator to determine if the visit is for a Payer/State client, the visit must include a client. If a visit does not include a client, the complete visit will be rejected.
- Invalid/Unknown Client Provided To allow the Aggregator to determine if the visit is for a Payer/State Client, the visit must include a valid client associated with the payer. If a visit includes a client that is unknown to Sandata (has not been received and accepted), the complete visit record will be rejected.
- No Employee Provided / Invalid or Unknown Employee Provided If a visit does not include an employee (visit record send without an employee associated), the visit will be accepted and the 'Unknown Employee' exception will be calculated and applied. This record is accepted but raises an exception.
- ✓ The Alternate EVV system is expected to be able to handle a visit that crosses calendar days.
- A visit can only be cancelled if it does not have any calls associated with it or any adjusted times. If a visit has calls but is being cancelled in the source EVV system, the "Bill Visit" indicator should be set to False to indicate that the visit should be disregarded for billing purposes. The visit status will be set to Omit by the Aggregator.
- ✓ The following rules apply to the dates and times provided for the visit:



| | Date and Time Exists for the Following: | | | | | |
|-----------------------|---|-------------|--------------|----------------------------|--|--|
| Call In | Call Out | Adjusted In | Adjusted Out | Rule | | |
| x | x | | | Call Out must be > Call In | | |
| | | | | Otherwise record rejected. | | |
| Superseded by Adj. In | Superseded by Adj. Out | Х | x | Adj. Out must be > Adj. In | | |
| | | | | Otherwise record rejected. | | |
| x | Superseded by Adj. Out | | x | Adj. Out must be > Call In | | |
| | | | | Otherwise record rejected. | | |
| Superseded by Adj. In | x | Х | | Call Out must be > Adj. In | | |
| | | | | Otherwise record rejected. | | |

- ✓ Upon receipt, Sandata will calculate all configured Payer/Program exceptions and apply those exceptions as applicable. For those exceptions that may be recalculated over the life of the visit, these exceptions will be calculated as appropriate.
- It is assumed that there are some exceptions that cannot be "fixed" in the Alternate Data Collection System by their nature. They are configured for the Payer/State program as requiring acknowledgement by the system user. One of the included visit elements provides the ability for the user to send their acknowledgement. These exceptions require attestation that the exception has been reviewed/acknowledged in the system along with the appropriate reason code and attestation that appropriate documentation exists. Exceptions are specific to a given Payer/Program and will be noted in the associated companion guide.
- ✓ Upon receipt, Sandata will calculate and apply visit status as defined for the Payer/Program.



The Alternate Data Collection System will be expected to send a reason code and optionally the defined resolution code if it applies to the payer. Based on the definitions of the reason codes, some reason codes require additional information explaining the change. If additional information is required, the alternate data collection system must collect the information and include it when transmitting the visit to Sandata.

1.11 Sequencing

The SequenceID on all three types of records (clients, employees, visits) should be independent per record and should be incremented each time any record is sent. The Sequence ID will be used to ensure that a record is processed only once and that the most current information is used for reporting and claims processing. In the event a visit update is not accepted (rejected), the SequenceID on that transmission should not be reused. The next update should increment to the next number in the sequence. Failure to do so will cause the new record to be rejected as a duplicate.

Sequence Rules:

- If the latest SequenceID is greater than the highest value previously received, the record set will not be rejected. i.e. latest
 SequenceID = 5, previous SequenceID = 4 → Record accepted and latest record is displayed.
- If the latest SequenceID is less than the value previously received, and the record has not yet been processed, it will be accepted and recorded as historical information. i.e. latest SequenceID = 8, previous SequenceID = 10 → Record accepted and latest record is still SequenceID = 10.
- If the Sequence ID is equal to a value previously received, it will be rejected. i.e. latest SequenceID = 15, previous SequenceID = 15
 Record rejected.
- Gaps in sequence will be allowed.



Please Note:

For those agencies that wish to use the Alternate EVV interface, and would prefer to use timestamps as the sequence number in their deliveries, the Sandata system can accept the timestamp value as the sequence number, under two conditions:

- **1.** The timestamp value provided must contain only numbers, and no other symbols (i.e. "/", "-", and ":" characters removed)
- **2.** The timestamp value provided must be formatted as YYYYMMDDHHMMSS. For example:



1.12 Message Acknowledgement and Transaction ID

| Index | Column Name | Description | Max Length | Туре |
|-------|------------------|--|---------------|--------|
| 1 | Agencyldentifier | Unique identifier for the agency. | 10 | String |
| 2 | ProviderID | Unique identifier for the agency. | 64 | String |
| 3 | TransactionID | Unique identifier for the request generated by the payer. | 50 | String |
| 4 | Reason | Default and only value provided: "Transaction Received" | 250 | String |



1.13 Response for Record Status

| Index | Column Name | Description | Max Length | Туре |
|-------|------------------|---|---------------|--------|
| 1 | Agencyldentifier | Unique identifier for the agency. | 10 | String |
| 2 | ProviderID | Unique identifier for the agency. | 64 | String |
| 3 | RecordType | Type of record that was rejected Values: Client, Employee, Visit | 10 | String |
| 4 | RecordOtherID | Value of the record identifier | 50 | String |
| 5 | Reason | Default and only value provided: "Transaction Received" | 250 | String |

2 Data File Layout

The following tables reflect all required fields in the Third Party Alternative EVV System Specification. This document may be distributed to all providers and used as a guide in order to ensure data consistency across the network. This will also allow Sandata to properly read all incoming files and process the data accordingly.

See appendix 9 for sample transmissions.



Required Segment definitions:

- Data segments may be required or optional. When sending data included in a particular segment, all required fields must be provided.
- If a data segment is optional and will not be sent, you may disregard all data fields including those that are required. The concept of required fields only applies when any given data segment is being sent to Sandata.

Required Field definitions:

- Required data element must be provided on import file, otherwise, the record will be rejected
- Optional vendor may choose to send data element or not. Record will not be rejected if this field is null.
- Conditional specific scenarios exist where this field is required, other scenarios where this field may not apply and should not be sent. Conditional rules (or scenarios) will be detailed in the field description.

Note that the Provider Identification element will be required as part of the header information provided for all three types of transmissions. This information will be compared to the connection being used within the interface to ensure that the transmission is appropriate. If this match cannot be validated, the transmission will be rejected. As part of the implementation process, required fields may be adjusted and the available fields may be reduced based on the program specifics.

The format is case sensitive. All field names must be provided in EXACTLY the casing used in the definitions below. Specifically, this includes reference values in the columns below.

| Index | Element [Column Name] | Description | Max Length | Туре | Required? | Expected Value(s) Format / Validation Rules |
|-----------|-----------------------------|---|---------------|--------|-----------|--|
| transmiss | sions. This information wil | Note that this element will be required as I be compared to the connection being used w he transmission will be rejected. | • | | | |
| 1 | ProviderQualifier | Identifier being sent as the unique identifier for the provider. | 20 | String | Yes | Other |
| 2 | ProviderID | Unique identifier for the agency. | 50 | String | Yes | The unique identifier for provider will be in one of two possible formats: a) NPI (10 digits) b) API (8 char alphanum) |



| Index | Element [Column Name] | Description | Max Length | Туре | Required? | Expected Value(s) Format / Validation Rules |
|-----------|-----------------------------|--|---------------|---------|-------------|--|
| Client Ge | eneral Information: Require | d | Length | | | Format / Valuation Rules |
| | | | 10 | Chuine | Outlined | DO NOT CEND / |
| 1 | ClientID | Assigned client_id. If a value is assigned by another system. Note that this value can be automatically assigned by Sandata EVV. | 10 | String | Optional | DO NOT SEND / SANDATA ASSIGNED |
| 2 | ClientFirstName | Client's First Name. Characters allowed: A-Z ' . – space | 30 | String | Yes | LIVE DATA |
| 3 | ClientMiddleInitial | Client's Middle Initial | 1 | String | Optional | LIVE DATA |
| 4 | ClientLastName | Client's Last Name. Characters allowed: A-Z ' . – space | 30 | String | Yes | LIVE DATA |
| 5 | ClientQualifier | Value being sent to unique identify the client. | 20 | String | Yes | ClientMedicaidID |
| 6 | ClientMedicaidID | Unique ID provided by the State Medicaid program to the client. | 64 | String | Yes | Client Medicaid ID value FORMAT: 10 CHAR ALPHANUM |
| 7 | ClientIdentifier | Payer assigned client identifier identified by ClientQualifier. | 64 | String | Yes | Client Medicaid ID value FORMAT: 10 CHAR ALPHANUM |
| 8 | MissingMedicaidID | Indicator that a patient is a newborn. If this value is provided, ClientMedicaidID will be ignored and will be valid as null. | 5 | String | Optional | True False |
| 9 | SequenceID | The Third Party EVV visit sequence ID to which the change applied. | 16 | Integer | Yes | If TIMESTAMP is used: YYYYMMDDHHMMSS (Numbers only; no characters) |
| 10 | ClientCustomID | Additional client user-defined ID. Commonly used to customize the built-in ClientID within the system. RULE: Must be provided if billing is in scope. May be equal to another ID provided. | 24 | String | Conditional | DO NOT PROVIDE |
| 11 | ClientOtherID | Additional client user-defined ID. Commonly used to store client's ID from another system. This value is used to match the client to an existing record during import. RULE: If ClientSSN is provided, this field is not | 24 | String | Conditional | FORMAT: 10 CHAR ALPHANUM CLIENT MEDICAID ID |
| 12 | ClientCEN | required. | 0 | Ctring | Conditional | |
| 12 | ClientSSN | Client's social security number. | 9 | String | Conditional | DO NOT PROVIDE |



| Index | Element | Description | Max | Туре | Required? | Expected Value(s) |
|-----------|-----------------------------|--|--------|---------|-----------|--|
| | [Column Name] | | Length | | | Format / Validation Rules |
| | | RULE: If the field is left empty, ClientOtherID must be populated. | | | | |
| 13 | ClientTimezone | Client's primary time zone. | 64 | String | Yes | See Appendix 5 for valid values |
| Client Ad | dress: REQUIRED. At least o | one record for each beneficiary is required. | | | | |
| 1 | ClientAddressType | Client address. Note that multiple of the same type of address can be provided. | 12 | String | Yes | Home Business Other |
| 2 | ClientAddressIsPrimary | One address must be designated as primary. | 5 | String | Yes | True False |
| 3 | ClientAddressLine1 | Street Address Line 1 associated with this address. Characters allowed: Alphanumeric ' - # , / space | 30 | String | Yes | LIVE DATA |
| 4 | ClientAddressLine2 | Street address line 2 associated with this address. Characters allowed: Alphanumeric ' - # , / space | 30 | String | Optional | LIVE DATA |
| 5 | ClientCounty | County associated with this address Characters allowed: A-Z ' . – space | 25 | String | Optional | LIVE DATA |
| 6 | ClientCity | City associated with this address. A-Z . – space | 30 | String | Yes | LIVE DATA |
| 7 | ClientState | State associated with this address. | 2 | String | Yes | Format: 2 char standard state abbreviation |
| 8 | ClientZip | Zip Code associated with this address. If additional 4 digits are not known, provide zeros. | 9 | String | Yes | Format: ######## |
| 9 | ClientAddressLongitude | Calculated for each address. | 20 | Decimal | Optional | LIVE DATA |
| 10 | ClientAddressLatitude | Calculated for each address. | 19 | Decimal | Optional | LIVE DATA |
| Client Ph | one: Optional. | | I | | | |
| 1 | ClientPhoneType | Client Phone. Note that multiple of the same type can be provided. | 12 | String | Optional | Home Mobile Business Other |
| 2 | ClientPhone | Client phone number. | 10 | String | Required | FORMAT: ########## |



| IndexElement [Column Name]DescriptionMax LengthType LengthRequired? LengthImployee General Information: Required.1EmployeeQualifierValue being sent to uniquely identify the employee.20StringYes2EmployeeQualifierEmployee identifier identified by EmployeeQualifier. If employee information is received from the payer, this information provided and should be defined as the same value.9StringYes3EmployeeOtherIDUnique employee identifier in the external system.64StringOptional system.4SequenceIDThe Third Party EVV visit sequence ID to which the change applied16IntegerYes5EmployeeLastNameEmployee's last Name Characters allowed: A-Z' space30StringYes7EmployeeEmailEmployee's first Name Characters allowed: A-Z' space30StringYes9EmployeeEmailEmployee's Email Address64StringOptional9EmployeeAPIEmployee's manager64StringOptional | | |
|---|------------|---|
| Employee General Information: Required.1EmployeeQualifierValue being sent to uniquely identify the employee.20StringYes2EmployeeIdentifierEmployee identifier identifier identified by EmployeeQualifier. If employee information is received from the payer, this information provided and should be defined as the same value.9StringYes3EmployeeOtherIDUnique employee identifier in the external system.64StringOptional system.4SequenceIDThe Third Party EVV visit sequence ID to which the change applied16IntegerYes5EmployeeSSNEmployeeScial Security Number. Employee SSN may be required depending on the program rules.30StringYes6EmployeeFirstNameEmployee's first Name Characters allowed: A-Z'. – space30StringYes7EmployeeEmailEmployee's Email Address64StringOptional9EmployeeEmailEmployee's Internation stringYes7EmployeeEmailEmployee's Internation a-Z'. – space64StringOptional9EmployeeEmailEmployee's Email Address64StringOptional9EmployeeEmailEmployee's Email Address64StringOptional9EmployeeEmailEmployee's Email Address64StringOptional | | Expected Value(s) |
| 1EmployeeQualifierValue being sent to uniquely identify the employee.20StringYes2EmployeeIdentifierEmployee identifier identified by EmployeeQualifier. If employee information is received from the payer, this information will be used to link the received Third Party EVV information with the payer information provided and should be defined as the same value.9StringYes3EmployeeOtherIDUnique employee identifier in the external system.64StringOptional4SequenceIDThe Third Party EVV visit sequence ID to which the change applied16IntegerYes5EmployeeLastNameEmployeeSSNEmployeeScial Security Number. Employee SSN may be required depending on the program rules.30StringYes7EmployeeFirstNameEmployee's Last Name Characters allowed: A-Z'. – space30StringYes8EmployeeEmailEmployee's Email Address64StringOptional9EmployeeEmailEmployee's Email Address64StringOptional | Fc | Format / Validation Rules |
| 2EmployeeIdentifieremployee.9StringYes2EmployeeIdentifierEmployee (identifier identified by EmployeeCubifier. If employee information will be used to link the received Third Party EVV information with the payer information provided and should be defined as the same value.9StringYes3EmployeeOtherIDUnique employee identifier in the external system.64StringOptional4SequenceIDThe Third Party EVV visit sequence ID to which the change applied16IntegerYes5EmployeeSSNEmployee Social Security Number. Employee SSN may be required depending on the program rules.9StringYes6EmployeeFirstNameEmployee's Last Name Characters allowed: A-Z'. – space30StringYes7EmployeeEmailEmployee's Email Address64StringOptional9EmployeeEmailEmployee's Email Address64StringOptional | | |
| EmployeeQualifier. If employee information is received from the payer, this information provided and should be defined as the same value.Image: Second Sec | es En | EmployeeCustomID |
| A controlsystem.controlcontrolA control4SequenceIDThe Third Party EVV visit sequence ID to which the change applied16IntegerYes5EmployeeSSNEmployee Social Security Number. Employee SSN may be required depending on the program rules.9StringYes6EmployeeLastNameEmployee's Last Name Characters allowed: A-Z ' space30StringYes7EmployeeFirstNameEmployee's First Name Characters allowed: A-Z ' space30StringYes8EmployeeEmailEmployee's Email Address64StringOptional9EmployeeManagerEmailEmail of the employee's manager64StringOptional | | Vendor Unique ID for the Employed (NOTE: 9 CHAR MAX) |
| Image: Second | ptional DO | DO NOT PROVIDE |
| SSN may be required depending on the program rules.Image: SSN may be required depending on the program rules.Image: SSN may be required depending on the program rules.Image: SSN may be required depending on the | YY | If TIMESTAMP is used: YYYYMMDDHHMMSS (Numbers only; no characters) |
| Characters allowed: A-Z' spaceImage: Characters allowed: | М | FORMAT: 0000##### Masked: Four zeros + Last 5 digits o SSN |
| Characters allowed: A-Z ' spaceCharacters allowed: A-Z ' spaceCharacters allowed: BCharacters allowed: DCharacters allowed: DCharacters allowed: DCharacters allowed: | es LIN | LIVE DATA |
| 9 EmployeeManagerEmail Email of the employee's manager 64 String Optional | es LIV | LIVE DATA |
| | Va (.x | Format: <u>xxx@xxx.xxx</u> Validation Rules: @ and extension (.xxx) are required to validate an address. |
| 10 EmployeeAPI Employee client's alternate provider identifier 25 String Optional | Va (.x | Format: <u>xxx@xxx.xxx</u> Validation Rules: @ and extension (.xxx) are required to validate an address. |
| or Medicaid ID | ptional D0 | DO NOT PROVIDE |
| 11 EmployeePosition Valid values include: HHA, HCA, RN, LPN, PCA 3 String Optional If multiple positions, send primary. | ptional HI | HHA HCA RN LPN PCA |



| Index | Element Description | | Max | Туре | Required? | Expected Value(s) |
|-----------|-----------------------------|---|----------|---------|-------------|-----------------------------------|
| | [Column Name] | | Length | | | Format / Validation Rules |
| 12 | EmployeeHireDate | Employee's date of hire. | 10 | Date | Optional | Format: YYYY-MM-DD |
| 13 | EmployeeEndDate | Employee's HR recorded end date. | 10 | Date | Optional | Format: YYYY-MM-DD |
| Visit Gen | eral Information: Required. | | | | | |
| 1 | VisitOtherID | Visit identifier in the external system | 50 | String | Yes | LIVE DATA |
| 2 | SequenceID | The Third Party EVV visit sequence ID assigned to this | 16 | Integer | Yes | If TIMESTAMP is used: |
| | | record. | | | | YYYYMMDDHHMMSS |
| | | | | | | (Numbers only; no characters) |
| 3 | EmployeeQualifier | Value being sent to uniquely identify the employee. | 20 | String | Yes | EmployeeCustomID |
| 4 | EmployeeOtherID | Unique employee identifier in the external system, if | 64 | String | Optional | DO NOT PROVIDE |
| | | any. | | | | |
| 5 | EmployeeIdentifier | Employee identifier identified by EmployeeQualifier. | 9 | String | Yes | Vendor Unique ID for the Employee |
| | | If employee information is received from the payer, | | | | (NOTE: 9 CHAR MAX) |
| | | this information will be used to link the received | | | | |
| | | Third Party EVV information with the payer | | | | |
| | | information provided and should be defined as the | | | | |
| | | same value. | 6 | | | |
| 6 | GroupCode | This visit was part of a group visit. Group Code is | | String | Optional | LIVE DATA |
| | | used to reassemble all members of the group. | | | | |
| 7 | ClientIDQualifier | Value being sent to unique identify the client. | 20 64 | String | Yes | ClientMedicaidID |
| 8 | ClientID | Identifier used in the client element. | | String | Yes | FORMAT: 10 CHAR ALPHANUMERIC |
| | | | | | | ClientMedicaidID value |
| 9 | ClientOtherID | Additional client user-defined ID. Commonly used to | 24 | String | Conditional | FORMAT: 10 CHAR ALPHANUMERIC |
| | | store client's ID from another system. | | | | ClientMedicaidID value |
| | | | | | | |
| | | RULE: Provide this value if also included in the | | | | |
| 10 | | Client_General segment. | - | | | - |
| 10 | VisitCancelledIndicator | True/false – allows a visit to be cancelled / deleted | 5 | String | Yes | True False |
| 11 | PayerID | based on defined rules. Sandata EVV assigned ID for the payer. | 64 | String | Yes | See Appendix 1 PayerID column |
| 12 | PayerProgram | The program associated to the visit. | 9 | String | Yes | See Appendix 1 ProgramID column |
| 12 | ProcedureCode | This is the billable procedure code which would be | 5 | String | Yes | See Appendix 2 HCPCS column |
| 1.5 | | mapped to the associated service. | | Jung | 103 | |
| 14 | Modifier1 | | | String | Optional | See Appendix 2 Modifier columns |
| | these are allowed. | | 2 | 50.00 | e personal | |
| 15 | Modifier2 | Modifier for the HCPCS code for the 837. Up to 4 of | 2 | String | Optional | See Appendix 2 Modifier columns |
| - | | these are allowed. | | | | |
| 16 | Modifier3 | Modifier for the HCPCS code for the 837. Up to 4 of | 2 | String | Optional | See Appendix 2 Modifier columns |
| | | these are allowed. | | | · · | |



| Index | Element | Description | Max | Туре | Required? | Expected Value(s) |
|-------|-------------------|---|--------|----------|-----------|--|
| | [Column Name] | | Length | | | Format / Validation Rules |
| 17 | Modifier4 | Modifier for the HCPCS code for the 837. Up to 4 of these are allowed. | 2 | String | Optional | See Appendix 2 Modifier columns |
| 18 | VisitTimeZone | Visit primary time zone. Should be provided if the visit is occurring in a time zone other than that of the client. | 64 | String | Yes | See Appendix 5 TimeZoneCode column |
| 19 | ScheduleStartTime | Activity / Schedule start date and time. This field is generally required but may be omitted if the schedule is denoting services that can happen at any time within the service date. | 20 | DateTime | Optional | FORMAT: YYYY-MM- DDTHH:MM:SSZ Even though the field is marked optional, you will need to send an exception code. Please see list of exceptions in the Appendices section of this document. |
| 20 | ScheduleEndTime | Activity / Schedule end date and time. This field is generally required but may be omitted if the schedule is denoting services that can happen at any time within the service date | 20 | DateTime | Optional | FORMAT: YYYY-MM- DDTHH:MM:SSZ Even though the field is marked optional, you will need to send an exception code. Please see list of exceptions in the Appendices section of this document. |
| 21 | AdjinDateTime | Adjusted in date/time if entered manually. Otherwise the actual date/time received. Adjusted times are used when a visit was captured with or recorded with incorrect times. For instance, a caregiver forgets to sign out of a current visit for several hours. The agency can "adjust" the time to reflect the actual visit times. In Sandata systems when visit time is adjusted the system will update the adjusted time In and out for that record. | 20 | DateTime | Optional | FORMAT: YYYY-MM- DDTHH:MM:SSZ |
| 22 | AdjOutDateTime | Adjusted out date/time if entered manually. Otherwise the actual date/time received. Adjusted times are used when a visit was captured with or recorded with incorrect times. For instance, a caregiver forgets to sign out of a current visit for several hours. The agency can "adjust" the time to reflect the actual visit times. In Sandata systems when visit time is adjusted the system will update the adjusted time In and out for that record. | 20 | DateTime | Optional | FORMAT: YYYY-MM- DDTHH:MM:SSZ |



| Element | Description | Max | Туре | Required? | Expected Value(s) | |
|-------------------------|---|--|--|--|--|--|
| | | | | | Format / Validation Rules | |
| | | | | | | |
| BillVisit | True/False. If the visit is going to be billed, should be | 5 | String | Optional | True False | |
| sent as Y. Otherwise N. | | | | | | |
| HoursToBill | Hours that are going to be billed. | 99.999 | Decimal | Optional | LIVE DATA | |
| HoursToPay | If payroll is in scope for the payer program, the hours | 99.999 | Decimal | Optional | LIVE DATA | |
| Memo | | 512 | String | Ontional | LIVE DATA | |
| | | - | | | | |
| es. Note that some vend | or systems may not record some visit activity as calls. I | | | - | | |
| CallExternalID | Call identifier in the external system | 16 | String | Yes | LIVE DATA | |
| CallDateTime | Event date time. Must be at least to the second. | 20 | Date | Yes | FORMAT: YYYY-MM- | |
| | | | Time | | DDTHH:MM:SSZ | |
| CallAssignment | Description of the call for EVV purposes. | 10 | String | Yes | Time In Time Out Other | |
| GroupCode | This visit was part of a group visit. Group Code is used to reassemble all members of the group. This is a unique identifier sent from the vendor system which is associated to all members of the group visit. | 6 | String | Optional | LIVE DATA | |
| CallType | The type of device used to create the event. Any call with GPS data collected should be identified as Mobile. FVV should be used for any type of Fixed verification device. | 20 | String | Yes | Telephony Mobile FVV Manual Other | |
| ProcedureCode | This is the billable procedure code which would be mapped to the associated service. | 5 | String | | See Appendix 2 HCPCS column | |
| ClientIdentifierOnCall | ClientIdentifier entered during the call with the member. | 10 | String | Yes | LIVE DATA | |
| MobileLogin | Login Login used if a mobile application is in use for GPS calls. | | String | Conditional | LIVE DATA | |
| CallLatituda | | 10 | Desimal | Conditional | | |
| CallLatitude | range of -90 to 90 with a 15 digit precision. | 19 | Decimal | Conditional | LIVE DATA | |
| | RULE: Required for CallType = Mobile | | | | | |
| | Exception Info: If CallLatitude and CallLongitude are outside of the 1 mile radius for the visit location in | | | | | |
| | [Column Name] BillVisit HoursToBill HoursToPay Memo Ils are not provided, adj es. Note that some vender on without calls as manu CallExternalID CallAssignment GroupCode ProcedureCode ClientIdentifierOnCall | [Column Name] BillVisit True/False. If the visit is going to be billed, should be sent as Y. Otherwise N. HoursToBill Hours that are going to be billed. HoursToPay If payroll is in scope for the payer program, the hours to pay. Memo Associated free form text Ils are not provided, adjusted times must be included in the parent visit elements. Note that some vendor systems may not record some visit activity as calls. If an without calls as manually entered. This is an OPTIONAL segment. CallExternalID Call identifier in the external system CallDateTime Event date time. Must be at least to the second. CallAssignment Description of the call for EVV purposes. GroupCode This visit was part of a group visit. Group Code is used to reassemble all members of the group. This is a unique identifier sent from the vendor system which is associated to all members of the group visit. CallType The type of device used to create the event. Any call with GPS data collected should be identified as Mobile. FVV should be used for any type of Fixed verification device. ProcedureCode This is the billable procedure code which would be mapped to the associated service. ClientIdentifierOnCall ClientIdentifier entered during the call with the member. MobileLogin Login used if a mobile application is in use for GPS calls. RULE: Require | [Column Name] Length BillVisit True/False. If the visit is going to be billed, should be sent as Y. Otherwise N. 5 HoursToBill Hours that are going to be billed. 99.999 HoursToPay If payroll is in scope for the payer program, the hours pay. 99.999 Memo Associated free form text 512 Ils are not provided, adjusted times must be included in the parent visit element. Calls in scope for the axterious a manually entered. This is an OPTIONAL segment. 20 CallExternalID Call identifier in the external system 16 CallSarginment Description of the call for EVV purposes. 10 GroupCode This visit was part of a group visit. Group Code is used to reassemble all members of the group visit. 20 CallType The type of device used to create the event. Any call with GPS data collected should be used for any type of Fixed verification device. 20 ProcedureCode This is the billable procedure code which would be mapped to the associated service. 5 ClientIdentifier onCall Login used if a mobile application is in use for GPS calls. 64 RULE: Required if CallType = Mobile. 10 64 CallLatitude GPS latitude recorded during event. Latitude has a ran | [Column Name] Length BillVisit True/False. If the visit is going to be billed, should be sent as Y. Otherwise N. 5 String HoursToBill Hours that are going to be billed. 99.999 Decimal HoursToPay If payroll is in scope for the payer program, the hours to pay. 99.999 Decimal Memo Associated free form text 512 String IIs are not provided, adjusted times must be included in the parent visit element. Calls include any ty is. Note that some vendor systems may not record some visit activity as calls. If this is the case, the cal on without calls as manually entered. This is an OPTIONAL segment. 20 Date CallExternalID Call identifier in the external system 16 String CallAssignment Description of the call for EVV purposes. 10 String GroupCode This visit was part of a group visit. Group Code is used to reassemble all members of the group visit. 20 String CallType The type of device used to rany type of fixed verification device. 20 String ProcedureCode This is the billable procedure code which would be so 5 String MobileFVV should be used for any type of fixed verification device. 10 | [Column Name] Length BillVisit True/False. If the visit is going to be billed, should be sent as Y. Otherwise N. 5 String Optional HoursToBill Hours that are going to be billed. 99.999 Decimal Optional HoursToPay If payroll is in scope for the payer program, the hours to pay. 99.999 Decimal Optional Memo Associated free form text 512 String Optional Ils are not provided, adjusted times must be included in the parent visit element. Calls include any type of clock in s. Note that some vendor systems may not record some visit activity as calls. If this is the case, the call element can an without calls as manually entered. This is an OPTIONAL segment. 5 String Yes CallDateTime Event date time. Must be at least to the second. 20 Date Yes GroupCode This visit was part of a group visit. Group Code is a unique identifier sent from the vendor system which is associated to all members of the group. This is a unique identifier sent from the vendor system which is associated to all members of the group visit. 20 String Optional CallType The type of device used to creat the event. Any call with GPS data collected should be identified as Mobile. FVV should be used for any type of Fixed verification device. 20 | |



| Index | Element | Description | Max | Туре | Required? | Expected Value(s) |
|------------------|--|--|--------------|-----------|---------------|--|
| | [Column Name] | | Length | | | Format / Validation Rules |
| | | the ClientAddress section, you will receive the GPS Distance Exception. | | | | |
| 10 CallLongitude | | GPS longitude recorded during event. Longitude has a range of -180 to 180 with a 15 digit precision. | 20 | Decimal | Conditional | LIVE DATA |
| | | RULE: Required for CallType = Mobile. | | | | |
| | | Exception Info: If the CallLatitude and CallLongitude is outside of the 1 mile radius for one of the address's listed in the ClientAddress section, you will | | | | |
| 11 | Location | receive the GPS Distance Exception.Location of the visit – this is a free text field.Characters allowed:Alphanumeric ' - # , / space | 25 | String | Optional | LIVE DATA |
| 12 | TelephonyPIN | PIN for telephony. Identification for the employee using telephony. | 9 | String | Conditional | LIVE DATA |
| | | RULE: Required if CallType = Telephony. | | | | |
| 13 | OriginatingPhoneNumber | Originating phone number for telephony. RULE: Required if CallType = Telephony. | 10 | String | Conditional | FORMAT: ########## |
| Visit Exce | eption Acknowledgement: Th | is is a CONDITIONAL segment and must be sent wh | en exceptior | ns exist. | | |
| 1 | ExceptionID | ID for the exception being acknowledged. | 2 | String | Required | See Appendix 4 ExceptionCode column |
| 2 | ExceptionAcknowledged | True/False | 5 | String | Optional | True False |
| | inges: This is a CONDITIONAL each change to the visit recor | segment. If there are any updates to records, Visiti d. | ExceptionAc | knowledgm | ents or manua | l entries, this segment must be |
| 1 | SequenceID | The Third Party EVV visit sequence ID to which the change applied | 16 | String | Yes | If TIMESTAMP is used: YYYYMMDDHHMMSS (Numbers only; no characters) |
| 2 | ChangeMadeBy | The unique identifier of the user, system or process that made the change. This could be a system identifier for the user or an email. Could also be a system process, in which case it should be identified. | 64 | String | Yes | LIVE DATA |



| Index | Element | Description | Max | Туре | Required? | Expected Value(s) Format / Validation Rules |
|-------|--|--|--------------|----------------|-----------------|---|
| 3 | [Column Name] ChangeDateTime | Date and time when change is made. At least to the | Length 20 | Date | Yes | FORMAT: YYYY-MM- |
| 4 | GroupCode | second. This visit was part of a group visit. GroupCode is used to reassemble all members of the group. | 6 | Time String | Optional | DDTHH:MM:SSZ LIVE DATA |
| 5 | ReasonCode | Reason Code associated with the change. | 4 | String | Optional | See Appendix 3 ReasonCode column |
| 6 | ChangeReasonMemo | Reason/Description of the change being made if entered. Note that this is a conditional field only required when a visit modification is made and where a reason note is required. If the reason note is required and one is not provided, this visit modification would be rejected. | 256 | String | Conditional | See Appendix 3 NoteRequired? Column |
| 7 | ResolutionCode | If the program is implemented to use resolution codes and a resolution code is required for each visit modification change, then this field is required in order for the visit modification record not to be rejected. Currently this is the only resolution code available for use. | 4 | String | Conditional | "A" = Written Documentation Maintained |
| | you wish to match tasks fro AL segment. | m the original system to those allowed from the Task | Appendix y | ou can tran | sfer those usir | ng this section. This is an |
| 1 | TaskID | TaskID, this taskID must map to the Task IDs used for the agency in the Sandata system | 4 | String | Yes | See Appendix 6 Task ID column for specific values |
| 2 | TaskReading | Task reading | 6 | String | Optional | LIVE DATA |
| 3 | TaskRefused | True, False | 5 | String | Optional | True False |



Appendices

1 Payers & Programs

| Payer ID | Program/Waiver Name | Program ID | Programs & Waivers Covered |
|----------|--|------------|---|
| DHBFFS | North Carolina Department of Health Benefits - FFS | PCS | Personal Care Services |
| DHBFFS | North Carolina Department of Health Benefits - FFS | CAPC | Community Alternatives Program for Children |
| DHBFFS | North Carolina Department of Health Benefits - FFS | CAPDA | Community Alternatives Program for Disabled Adults |
| DHBFFS | North Carolina Department of Health Benefits - FFS | CAPCD | Community Alternatives Program for Disabled Adults - Consumer Directed |

2 Services & Modifiers

| Payer | Program | HCPCS | Mod1 | Mod2 | Mod3 | Mod4 | Description |
|--------|---------|-------|------|------|------|------|-------------------------------|
| DHBFFS | PCS | 99509 | HA | | | | PCS Under Twenty-One |
| DHBFFS | PCS | 99509 | HB | | | | PCS Adults |
| DHBFFS | CAPDA | S5125 | | | | | Attendant care service 15m |
| DHBFFS | CAPDA | S5125 | UN | | | | Attend care Cong 15m |
| DHBFFS | CAPDA | S5150 | | | | | In-Home Respite 15m |
| DHBFFS | CAPC | S5125 | | | | | CAPC In-Home Aide |
| DHBFFS | CAPC | S5150 | | | | | In-Home Respite 15m |
| DHBFFS | CAPC | T1019 | | | | | PNA Asst 15m |
| DHBFFS | CAPC | T1004 | | | | | Ped In-Home Respite 15m |
| DHBFFS | CAPC | S9122 | TF | | | | In-Home Respite Cong 15m |
| DHBFFS | CAPC | S9122 | TG | | | | PNA Respite Cong 15m |
| DHBFFS | CAPC | T2027 | | | | | Personal Care Assist 15m |
| DHBFFS | CAPC | T2027 | TF | | | | Personal Care Asst Cong |
| DHBFFS | CAPCD | S5135 | | | | | Personal Care Assist 15m |
| DHBFFS | CAPCD | S5135 | UN | | | | Personal Care Assist Cong 15m |
| DHBFFS | CAPCD | S5125 | UN | | | | Attend care Cong 15m |
| DHBFFS | CAPCD | S5125 | | | | | Attendant care service 15m |
| DHBFFS | CAPCD | S5150 | | | | | In-Home Respite 15m |



3 Reason Codes

| Reason Code | Description | Note Required? |
|-------------|---|----------------|
| 1 | Caregiver Error | Yes |
| 2 | Beneficiary Suspended | Yes |
| 3 | Mobile Device Issue | Yes |
| 4 | Telephony Issue | Yes |
| 5 | Beneficiary in Hospital | Yes |
| 6 | Unsafe Environment | Yes |
| 7 | Beneficiary Refused Service | Yes |
| 8 | Beneficiary No Show | Yes |
| 9 | Caregiver No Show | Yes |
| 10 | FVV Device not Available | Yes |
| 11 | Legally Responsible Party Refused Service | Yes |
| 12 | Other | Yes |

4 Exceptions

When visits are sent to Sandata via the Alt-EVV API, the Sandata system will calculate "exceptions" based on the incoming data. Business rules are applied to the visit based on the configuration details for a particular customer. These rules may trigger visits to be flagged with exceptions, denoting business rules that are not being met. Visits with exceptions may not be deemed "Approved" or "Verified", and thus may be excluded from additional processing, such as claims validation or data exports.

Users of the Alt-EVV API have the opportunity to "Acknowledge" the exceptions. This tells the Sandata system that the visit is complete despite the presence of exceptions. Thus, the visit can be treated as "Approved" or "Verified", so long as all calculated exceptions are marked as "Acknowledged".

| Exception Code Exception Name Description | |
|---|---|
| 0 Unknown Clients Exception for a visit that was performed for a client that is n | not yet entered or not found in the EVV system. |



| 1 | Unknown Employees | (Telephonic only) Exception for a visit that was performed by a caregiver who was not yet entered or not found in the EVV system (At the time the visit was recorded). |
|----|--------------------------|--|
| 3 | Visits Without In-Calls | Exception thrown when a visit is recorded without an "in" call that began the visit. |
| 4 | Visits Without Out Calls | Exception thrown when a visit is recorded without an "out" call that completed the visit. |
| 5 | Unscheduled Visit | (Scheduling only) This occurs when a visit is started or completed without a schedule in place for that member+service+caregiver. |
| 21 | No Show | (Scheduling only) This exception occurs when a visit has been scheduled, but no calls have been received for that visit. |
| 23 | Missing Service | Exception when the service provided during a visit is not recorded or present in the system. |
| 34 | Invalid Service | Exception when the service selected for a visit is not valid for the program / recipient of care. |
| | | |



4 Time Zones

| Time Zone Code |
|----------------|
| US/Central |
| US/Eastern |
| US/Mountain |
| US/Pacific |

6 Tasks

| TaskID | Category | Task Description |
|--------|----------------------------|---|
| 0010 | Bathing / Personal Hygiene | Tub bath or shower |
| 0020 | Bathing / Personal Hygiene | Upper body |
| 0030 | Bathing / Personal Hygiene | Lower body |
| 0040 | Bathing / Personal Hygiene | Tub/shower transfer/position |
| 0050 | Bathing / Personal Hygiene | Bed bath |
| 0060 | Bathing / Personal Hygiene | Sponge bath |
| 0070 | Bathing / Personal Hygiene | Addtional transfer (reposition in bed, change occupied bed) |
| 0080 | Bathing / Personal Hygiene | Shampoo/hair care |
| 0090 | Bathing / Personal Hygiene | Skin care (includes wash face/hands, foot care) |
| 0100 | Bathing / Personal Hygiene | Nail care |
| 0110 | Bathing / Personal Hygiene | Mouth/oral/denture care |
| 0120 | Bathing / Personal Hygiene | Shave |
| 0130 | Dressing | Don clothing/shoes/socks |
| 0140 | Dressing | Remove clothing/shoes/socks |
| 0150 | Dressing | Clothing and shoe fasteners |
| 0160 | Dressing | Assist with TEDS |
| 0170 | Dressing | Assist with braces/splints |
| 0180 | Dressing | Assist with binders |
| 0190 | Dressing | Assist with prosthetics |
| 0200 | Mobility | Transfer to/from bedr |



| TaskID | Category | Task Description |
|--------|------------------|---|
| 0210 | Mobility | Ambulation room to room |
| 0220 | Mobility | Assist with stairs |
| 0230 | Mobility | Passive/active ROM |
| 0240 | Mobility | Turn/reposition |
| 0250 | Toileting | Remove/pull up/fasten garments |
| 0260 | Toileting | Hygiene after toileting |
| 0270 | Toileting | Transfer to/from BSC or toilet |
| 0280 | Eating | Assist with cutting food |
| 0290 | Eating | Assist with feeding |
| 0300 | Eating | Assist with utensil usage |
| 0310 | Eating | Lift limb to mouth |
| 0320 | Eating | Tube feeding |
| 0330 | Eating | Clean meal service area |
| 0340 | Eating | Clean utensils/dishes, empty trash |
| 0350 | Eating | Open packages |
| 0360 | Eating | Equipment set up and clean up |
| 0370 | Eating | Heat/assemble food |
| 0380 | Mobility | Transfer to/from chair |
| 0390 | Transfer | To/from bed |
| 0400 | Transfer | To/from chair |
| 0410 | Transfer | To/from toilet |
| 0420 | Transfer | To/from scooter |
| 0430 | Transfer | To/from stroller |
| 0440 | Transfer | To/from wheelchair |
| 0450 | Transfer | to/from vehicle |
| 0460 | Personal Hygiene | Shampoo/hair care |
| 0470 | Personal Hygiene | Skin care (includes wash face/hands, foot care) |
| 0480 | Personal Hygiene | Make up |
| 0490 | Personal Hygiene | Nail care/trimming |
| 0500 | Personal Hygiene | Mouth/oral/denture care |



| TaskID | Category | Task Description |
|--------|------------------|---|
| 0510 | Personal Hygiene | Shaving |
| 0520 | Additional Tasks | Errands to assist with ADLs (CAP only) |
| 0530 | Additional Tasks | BP monitoring |
| 0540 | Additional Tasks | Blood glucose monitoring |
| 0550 | Additional Tasks | Medication self-administration reminders |
| 0560 | Additional Tasks | Break up and remove fecal impaction |
| 0570 | Additional Tasks | IV fluid assistive activities |
| 0580 | Additional Tasks | O2 therapy |
| 0590 | Additional Tasks | Ostomy care/irrigation |
| 0600 | Additional Tasks | Sterile dressing change (wound over 48 hours old) |
| 0610 | Additional Tasks | Suctioning, nasopharyngeal |
| 0620 | Additional Tasks | Suctioning, oropharyngeal |
| 0630 | Additional Tasks | Tracheostomy care |
| 0640 | Additional Tasks | Urinary catheterization/irrigation |
| 0650 | Additional Tasks | Wound irrigation |
| 0660 | Additional Tasks | Tube feeding and G-tube management |



7 Abbreviations

| Name |
|---|
| Automatic Number Identification |
| Bring Your Own Device |
| Consumer Directed Services |
| Electronic Visit Verification |
| Fiscal Intermediary |
| Global Positioning System |
| Interactive Voice Response – the underlying system used for telephony |
| Mobile Visit Verification |
| Prior Authorization |
| Personal Identity Number |
| Sandata Mobile Connect |
| Social Security Number |
| Telephonic Visit Verification |
| |



8 Terminology

| Sandata Terminology | Other Possible References |
|---------------------|---------------------------------|
| Agency | Agency Provider |
| | Provider Account |
| | Billing Agency |
| Authorization | Service Plan |
| | Prior Auth |
| Client | Individual |
| | Patient |
| | Member |
| | Recipient |
| | Beneficiary |
| Contract | Program |
| | Program Code |
| Employee | Caregiver |
| | Admin |
| | Home Health Aide |
| | Consumer Directed Worker |
| | Staff |
| | Worker |
| | Individual Provider |
| | Scheduler |
| HCPCS | Bill Code |
| | Procedure Code |
| | Service Code |
| Payer | Admission |
| | Insurance Company |
| | Contract |
| | Managed Care Organization (MCO) |
| | State |
| Provider | Agency |
| | Third Party Administrator (TPA) |



9 Technical Companion and Examples

This appendix serves as additional technical documentation for the use of the Sandata OpenEVV Alt-EVV APIs.

API Location

The RESTful APIs can be reached at the following locations:

Production: https://api.sandata.com/interfaces/intake/clients/rest/api/v1.1 https://api.sandata.com/interfaces/intake/employees/rest/api/v1.1 https://api.sandata.com/interfaces/intake/visits/rest/api/v1.1

UAT:

https://uat-api.sandata.com/interfaces/intake/clients/rest/api/v1.1

https://uat-api.sandata.com/interfaces/intake/employees/rest/api/v1.1

https://uat-api.sandata.com/interfaces/intake/visits/rest/api/v1.1

The endpoints accept JSON data and support the HTTP POST method.

Authentication Header

The API endpoints utilize Basic Authentication. Therefore, a valid "Authorization" header must be sent with each request. This header is simply a Base 64 encoded representation of the username and password in the format "username:password".

The credentials are determined and distributed during implementation.

An example header for "user@example.com" with password "secret" would be:



Authorization: Basic dXNlckBleGFtcGxlLmNvbTpzZWNyZXQ=

Account Header

In addition to the "Authorization" header, a header denoting the callers EVV "Account" must be sent. The credentials provided are specific to an account, and all data sent must also correspond to that account, or the request will be rejected.

An example of this header would be:

Account: 12345

Alternatively, for MCO customers and other vendors sending data on behalf of multiple EVV accounts, the "EntityGuid" header is used. This ID will be provided by Sandata during implementation.

An example of this header would be:

EntityGuid: 12345

Content-Type Header

As with all RESTful API requests, the "Content-Type" header should also be included:

Content-Type: application/json

Workflow

Interacting with the APIs is a two-step process:

For each element being sent (Client, Employee, Visit), the data for must be received successfully and fully processed before the next type of data can be sent. i.e.


- Step 1 Send a POST request with the data to the API
- Step 2 Utilize the "Status" API to check that processing completed successfully
- Step 3 Send the next type of data

If the call for Status check results in a messageSummary of "The result for the input UUID is not ready yet. Please try again.", then the sender process must "sleep" and recheck Status until the Status API call returns a messageSummary of either "All records updated successfully." Or"Records uploaded, please check errors/warnings and try again."

It's important to note that the processing of a previously sent type of data MUST complete prior submitting the API call for the next type of data.

Clients and Employees should be sent prior to sending visits. This is necessary in order to ensure that client/employee data exists in the Sandata system when a visit is received, in order to avoid errors on visit processing due to missing client and/or employee data.

Details are as follows:

- The first step is to POST the data being sent to the URLs mentioned above in the "API Location" section. When data is sent, the Sandata system will validate the input meets the business requirements, process the data, and return a response.
- The response sends back some key pieces of information. This includes any errors that may have been flagged, as well as a UUID, generated by Sandata, which uniquely identifies the request. See example responses below in the "Sample Response" section.
- After this response is sent, the Sandata system begins processing the data into the system. Since the initial POST has already received a response, callers must use a second endpoint to check on the status of their request.
- To this end, each API is accompanied by an additional endpoint for checking status. This endpoint is reached simply by appending "/status" to the URLs in the "API Location" section above. Calls to this endpoint must utilize the HTTP GET method and send in the UUID that is returned in the response to the POST call.

An example GET request for status for clients, would be sent as follows:

https://api.sandata.com/interfaces/intake/clients/rest/api/v1.1/status?uuid=8d7c31f7-4a09-41a9-8edd-f9819def58f1



Sample data can be found below.

In summary, the caller would POST data to the API, receive a response with a UUID, then utilize the "status" endpoint via GET in order to determining if processing was completed and successful.

An example workflow when sending employees, clients, and visits would be:

- 1. Send POST request with employee data; receive UUID.
- 2. Utilize UUID to query employee "Status" API; if still processing, sleep and recheck.
- 3. Once "Status" API for employees indicates processing is finished, send POST request with client data; receive UUID.
- 4. Utilize UUID to query client "Status" API; if still processing, sleep and recheck.
- 5. Once "Status" API for client indicates processing is finished, send POST request with visit data; receive UUID.
- 6. Utilize UUID to query visit "Status" API; if still processing, sleep and recheck.
- 7. Once "Status" API for visits indicates processing is finished, all data has been transmitted.

Sample POST Data

Below find sample POST bodies for each entity, as well as sample responses in both successful and unsuccessful situations. Note that, based on implementation, not all fields are required to be present. In addition, certain implementations may include custom fields that are not represented in the samples. Please refer to the addendum for a full set of fields and their details.

JSON Employee

[{

```
"ProviderIdentification": {
```

"ProviderQualifier": "SandataID",

"ProviderID": "123456"

},



"EmployeeQualifier": "EmployeeSSN",

```
"EmployeeIdentifier": "999999999",
```

"EmployeeOtherID": "2222",

```
"SequenceID": 99811930002,
```

"EmployeeSSN": "999999999",

```
"EmployeeLastName": "Employee",
```

```
"EmployeeFirstName": "Test",
```

"EmployeeEmail": "dummy@sandata.com",

"EmployeeManagerEmail": "dummymanager@sandata.com",

```
"EmployeeAPI": "111111111",
```

"EmployeePosition": "RN"

```
}]
```

JSON Client

[{

```
"ProviderIdentification": {
    "ProviderQualifier": "SandataID",
    "ProviderID": "123456"
},
"ClientID": "96641",
"ClientFirstName": "Test",
"ClientMiddleInitial": "T",
"ClientLastName": "Client",
```

```
"ClientQualifier": "ClientSSN",
```



"ClientMedicaidID": "999999999",

"ClientIdentifier": "999999999",

"MissingMedicaidID": "False",

"SequenceID": 99811930002,

"ClientCustomID": "111111111",

"ClientOtherID": "2222",

"ClientSSN": "999999999",

"ClientTimezone": "US/Eastern",

"Coordinator": "123",

"ClientPayerInformation": [{

"PayerID": "57",

"PayerProgram": "123",

"ProcedureCode": "123",

"ClientPayerID": "987654321",

"ClientEligibilityDateBegin": "2019-01-01",

"ClientEligibilityDateEnd": "2020-01-01",

"ClientStatus": "02",

"EffectiveStartDate": "2019-01-01",

"EffectiveEndDate": "2020-01-01"

}],

```
"ClientAddress": [{
```

"ClientAddressType": "Home",

"ClientAddressIsPrimary": true,

"ClientAddressLine1": "36 West 5th Street",



"ClientAddressLine2": "10th Floor", "ClientCounty": "Kings", "ClientCity": "Manhattan", "ClientState": "NY", "ClientZip": "10017", "ClientAddressLongitude": -73.4228741, "ClientAddressLatitude": 40.7431032

}],

"ClientPhone": [{

"ClientPhoneType": "Home",

"ClientPhone": "1234567890"

}],

"ClientDesignee": [{

"ClientDesigneeFirstName": "",

- "ClientDesigneeLastName": "",
- "ClientDesigneeEmail": "",
- "ClientDesigneeStatus": "",
- "ClientDesigneeStartDate": "",
- "ClientDesigneeEndDate": "",
- "ClientDesigneeRelationship": ""

}]

"ClientResponsibleParty": [{

"ClientContactType": "Other",

"ClientContactFirstName": "Test",



"ClientContactLastName": "Respparty", "ClientContactPhoneType": "Mobile", "ClientContactPhone": "3478788467", "ClientContactEmailAddress": "dummy@sandata.com", "ClientContactAddressLine1": "2727 East 29th Street", "ClientContactAddressLine2": "Apt 8I", "ClientContactCity": "Brooklyn", "ClientContactState": "NY", "ClientContactZip": "11229"

1

}]

}]

JSON Visit

[{

"ProviderIdentification": {
 "ProviderID": "123456",
 "ProviderQualifier": "SandataID"
},
"VisitOtherID": "123456789",
"SequenceID": 111,
"EmployeeQualifier": "EmployeeSSN",

"EmployeeOtherID": "999999999",

"EmployeeIdentifier": "999999999",

"GroupCode": null,



"ClientIDQualifier": "ClientMedicaidID",

"ClientID": "111111111",

"ClientOtherID": "111111111",

"VisitCancelledIndicator": false,

"PayerID": "999",

"PayerProgram": "PRG",

"ProcedureCode": "T1000",

"Modifier1": null,

"Modifier2": null,

"Modifier3": null,

"Modifier4": null,

"VisitTimeZone": "US/Eastern",

"ScheduleStartTime": "2019-07-28T16:02:26Z",

"ScheduleEndTime": "2019-07-28T20:02:26Z",

"AdjInDateTime": "2019-07-28T15:02:26Z",

"AdjOutDateTime": "2019-07-28T19:02:26Z",

"BillVisit": true,

"HoursToBill": 10,

"HoursToPay": 10,

"Memo": "This is a memo!",

"ClientVerifiedTimes": true,

"ClientVerifiedTasks": true,

"ClientVerifiedService": true,

"ClientSignatureAvailable": true,



"ClientVoiceRecording": true,

"Calls": [{

"CallExternalID": "123456789",

"CallDateTime": "2019-07-28T16:02:26Z",

"CallAssignment": "Time In",

"GroupCode": null,

"CallType": "Other",

"ProcedureCode": "T1000",

"ClientIdentifierOnCall": "111111111",

"MobileLogin": null,

"CallLatitude": 40.34455,

"CallLongitude": -21.99383,

"Location": "123",

"TelephonyPIN": 999999999,

"OriginatingPhoneNumber": "9997779999"

}],

```
"VisitExceptionAcknowledgement": [{
```

"ExceptionID": "15",

"ExceptionAcknowledged": false

}],

```
"VisitChanges": [{
"SequenceID": "110",
"ChangeMadeBy": "dummy@sandata.com",
```

"ChangeDateTime": "2019-07-25T18:45:00Z",



```
"GroupCode": null,
    "ReasonCode": "7227",
    "ChangeReasonMemo": "Change Reason Memo 999",
    "ResolutionCode": "A"
}],
"VisitTasks": [{
    "TaskID": "321",
    "TaskReading": "98.6",
    "TaskRefused": false
}]
```

Sample Responses

}]

See some sample responses below. Note that the samples are provided for employee, but the same pattern is followed for both client and visit.

```
Employee POST (Successful)
{
    "id": "7f6dcd1a-ec5e-4efd-a2d4-1049756016a5",
    "status": "SUCCESS",
    "messageSummary": "The result for the input UUID is not ready yet. Please try again.",
    "data": {
        "uuid": "7f6dcd1a-ec5e-4efd-a2d4-1049756016a5",
        "account": "12345",
        "
```

"message": "The result for the input UUID is not ready yet. Please try again.",



```
"reason": "Transaction Received."
 }
}
Employee POST (Validation Error)
{
 "id": "ea76e9a1-9b29-4f3d-af1c-6b573eb29b76",
 "status": "FAILED",
  "messageSummary": "[1] Records uploaded, please check errors/warnings and try again.",
  "data": [
   {
      "ProviderIdentification": {
       "ProviderID": "123456",
       "ProviderQualifier": "SandataID",
        "ErrorCode": null,
       "ErrorMessage": null
     },
     "EmployeeIdentifier": "999999999",
      "EmployeeOtherID": "2222",
      "SequenceID": 99811930002,
      "EmployeeQualifier": "EmployeeSSN",
     "EmployeeSSN": "999999999",
      "EmployeeLastName": "Employee",
      "EmployeeFirstName": "Test",
```



"EmployeeEmail": "dummy@sandata.com",
"EmployeeManagerEmail": "dummymanager@sandata.com",
"EmployeeAPI": "111111111",
"EmployeePosition": "AKN",
"ErrorCode": null,

"ErrorMessage": "ERROR: The EmployeePosition expected format is not correct. The record should satisfy this regular expression ['HHA|HCA|RN|LPN|PCA']. Invalid Value='AKN'. The record is being rejected."

```
}
]
}
```

```
Employee GET (Status)
```

A sample response to a status GET request that has finished processing is:

```
{
```

}

```
"id": "73b7a9d7-a79a-45cc-9def-cb789c111f4b",
"status": "SUCCESS",
"messageSummary": "All records updated successfully.",
"data": {
        "uuid": "73b7a9d7-a79a-45cc-9def-cb789c111f4b",
        "account": null,
        "message": "All records updated successfully.",
        "reason": "Transaction Received."
}
```



If the request is not yet finished being processed, the "messageSummary" will be "The result for the input UUID is not ready yet. Please try again."

```
{
    "id": "873a1d97-0681-402e-8268-b6cad8f2b4b7",
    "status": "SUCCESS",
    "messageSummary": "The result for the input UUID is not ready yet. Please try again.",
    "data": {
        "uuid": "873a1d97-0681-402e-8268-b6cad8f2b4b7",
        "account": "12345",
        "message": "The result for the input UUID is not ready yet. Please try again.",
        "reason": "Transaction Received."
    }
}
```

If the request was processed but failed business rules, an example status would be:

```
{
    "id": "e5de964b-9803-4051-b89b-8a89926e4983",
    "status": "SUCCESS",
    "messageSummary": "[2] Records uploaded, please check errors/warnings and try again.",
    "data": [
    {
```



```
"ProviderIdentification": {
     "ProviderID": "123456",
     "ProviderQualifier": "SandataID",
     "ErrorCode": null,
     "ErrorMessage": null
   },
   "EmployeeIdentifier": "999999999",
   "EmployeeOtherID": "2222",
    "SequenceID": 99811930002,
   "EmployeeQualifier": "EmployeeSSN",
   "EmployeeSSN": "999999999",
   "EmployeeLastName": "Employee",
   "EmployeeFirstName": "Test",
   "EmployeeEmail": "dummy@sandata.com",
   "EmployeeManagerEmail": "dummymanager@sandata.com",
   "EmployeeAPI": "111111111",
   "EmployeePosition": "RN",
   "ErrorCode": "-709",
   "ErrorMessage": "Version number is duplicated or older than current"
 }
1
```

}