

# 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

Sandata Technologies, LLC

26 Harbor Park Dr.

Port Washington, NY 11050

Toll Free: 800-544-7263

Tel: 516-484-4400 Fax: 516-484-0679

Email: info@sandata.com

Web: www.sandata.com



# 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	Updated client Medicaid ID value to be 10 CHAR ALPHANUM	12.08.2020
		2 / VisitGeneral Indices 8, 9	Revised document to include all content from Generic Alt EVV spec v7.10	
V1.3	Pamela Brooks	2 / ClientGeneral Indices 5 2 / VisitGeneral Indices 7	Update ClientQualifier field from ClientOtherID => ClientMedicaidID – In Update 07/09/21 Update ClientIDQualifier field from ClientOtherID => ClientMedicaidID – In Update on 07/09/21	01.14.2020
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

This document and the information contained herein are confidential to and the property of Sandata Technologies, LLC. Unauthorized access, copying and replication are prohibited. This document must not be copied in whole or part by any means, without the written authorization of Sandata Technologies, LLC. This document should be used only for intended purpose only.



# Table of Contents

10	vervie	2W	5
1	.1	Intended Audience	5
1	.2	Transmission Frequency	5
1	.3	Transmission Limits	5
1	.4	Data Type Format Details	6
1	.5	AltEVV Interface Transmission Guidelines	8
1	.6	Program Specific Assumptions & Business Policies	8
1	.7	Rejected Record Process	8
1	.8	New Record and Updates	9
1	.9	Transmission Method	9
1	.10	Rules	9
1	.11	Sequencing	15
1	.12	Message Acknowledgement and Transaction ID	16
1	.13	Response for Record Status	17
2	Data	a File Layout	17
Арр	endi	ces	27
1	P	ayers & Programs	27
2	Se	ervices & Modifiers	27
3	R	eason Codes	28
4	Exc	eptions	28
4	Ti	ime Zones	30
6	Task	CS	30



7	Abbreviations
8	Terminology
9	Technical Companion and Examples



## 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 <b>date</b> and <b>time</b> 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 <b>string</b> 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 Wikipedia String)
Integer	An <b>integer</b> 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 <b>decimal</b> . Can be positive or negative.	8221.231 (positive) -71.214 (negative) (See Wikipedia Decimal)
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

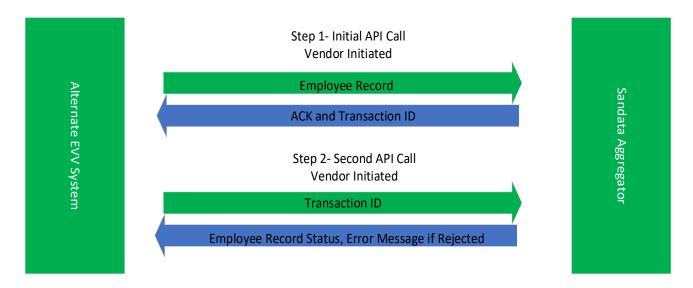
File Delivery: via RESTful API

# 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 3<sup>rd</sup> 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.
- ✓ 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:



	Rule			
Call In	Call Out	Adjusted Out	c	
х	х			Call Out must be > Call In
				Otherwise record rejected.
Superseded by Adj. In	Superseded by Adj. Out	Х	х	Adj. Out must be > Adj. In
				Otherwise record rejected.
х	Superseded by Adj. Out		х	Adj. Out must be > Call In
				Otherwise record rejected.
Superseded by Adj. In	х	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	Туре
			Length	
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
	·	Note that this element will be required as	•			•
transmiss	sions. This information wi	II be compared to the connection being used v	vithin the in	terface to	ensure that	the transmission is appropriate.
If this ma	tch cannot be validated, t	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)



	-l	2 :::			5 1 15	
Index	Element	Description	Max	Type	Required?	Expected Value(s)
	[Column Name]		Length			Format / Validation Rules
Client Ge	eneral Information: Requir	red.				
1	ClientID	Assigned client_id. If a value is assigned by another	10	String	Optional	DO NOT SEND /
		system. Note that this value can be automatically				SANDATA ASSIGNED
		assigned by Sandata EVV.				
2	ClientFirstName	Client's First Name.	30	String	Yes	LIVE DATA
		Characters allowed:				
		A-Z ' . – space				
3	ClientMiddleInitial	Client's Middle Initial	1	String	Optional	LIVE DATA
4	ClientLastName	Client's Last Name.	30	String	Yes	LIVE DATA
		Characters allowed:				
		A-Z '. – space				
5	ClientQualifier	Value being sent to unique identify the client.	20	String	Yes	ClientMedicaidID
6	ClientMedicaidID	Unique ID provided by the State Medicaid program	64	String	Yes	Client Medicaid ID value
U	Chentivieuicaluid	to the client.	04	String	163	FORMAT: 10 CHAR ALPHANUM
		to the cheff.				TORWAT. 10 CHAR ALI HAROW
7	ClientIdentifier	Payer assigned client identifier identified by	64	String	Yes	Client Medicaid ID value
		ClientQualifier.				FORMAT: 10 CHAR ALPHANUM
			_			
8	MissingMedicaidID	Indicator that a patient is a newborn. If this value is	5	String	Optional	True   False
		provided, ClientMedicaidID will be ignored and will be valid as null.				
9	SequenceID	The Third Party EVV visit sequence ID to which the	16	Integer	Yes	If TIMESTAMP is used:
9	Sequenceib	change applied.	10	integer	163	YYYYMMDDHHMMSS
		change applica.				(Numbers only; no characters)
10	ClientCustomID	Additional client user-defined ID. Commonly used to	24	String	Conditional	DO NOT PROVIDE
		customize the built-in ClientID within the system.		28		
		, ,				
		RULE: Must be provided if billing is in scope. May be				
		equal to another ID provided.				
11	ClientOtherID	Additional client user-defined ID. Commonly used to	24	String	Conditional	FORMAT: 10 CHAR ALPHANUM
		store client's ID from another system. This value is				CLIENT MEDICAID ID
		used to match the client to an existing record during				
		import.				
		RULE: If ClientSSN is provided, this field is not				
		required.				
12	ClientSSN	Client's social security number.	9	String	Conditional	DO NOT PROVIDE



Index	Element [Column Name]	Description	Max Length	Туре	Required?	Expected Value(s) 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 of	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
	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
3	ClientZip	Zip Code associated with this address. If additional 4 digits are not known, provide zeros.	9	String	Yes	Format: ########
)	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.					
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: ##########



Index	Element D [Column Name]	escription	Max Length	Type	Required?	Expected Value(s) Format / Validation Rules
Employee	General Information: Required					
1	EmployeeQualifier	Value being sent to uniquely identify the employee.	20	String	Yes	EmployeeCustomID
2	Employeeldentifier	Employee 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.	9	String	Yes	Vendor Unique ID for the Employee (NOTE: 9 CHAR MAX)
3	EmployeeOtherID	Unique employee identifier in the external system.	64	String	Optional	DO NOT PROVIDE
4	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)
5	EmployeeSSN	Employee Social Security Number. Employee SSN may be required depending on the program rules.	9	String	Yes	FORMAT: 0000#####  Masked: Four zeros + Last 5 digits of SSN
6	EmployeeLastName	Employee's Last Name Characters allowed: A-Z ' . – space	30	String	Yes	LIVE DATA
7	EmployeeFirstName	Employee's First Name Characters allowed: A-Z '. – space	30	String	Yes	LIVE DATA
8	EmployeeEmail	Employee's Email Address	64	String	Optional	Format: xxx@xxx.xxx  Validation Rules: @ and extension (.xxx) are required to validate an address.
9	EmployeeManagerEmail	Email of the employee's manager	64	String	Optional	Format: xxx@xxx.xxx  Validation Rules: @ and extension (.xxx) are required to validate an address.
10	EmployeeAPI	Employee client's alternate provider identifier or Medicaid ID	25	String	Optional	DO NOT PROVIDE
11	EmployeePosition	Valid values include: HHA, HCA, RN, LPN, PCA	3	String	Optional	HHA   HCA   RN   LPN   PCA
		If multiple positions, send primary.				



Index	Element	Description	Max	Type	Required?	Expected Value(s)	
	[Column Name]		Length			Format / Validation Rules	
12	EmployeeHireDate	EmployeeHireDate Employee's date of hire.		Date	Optional	Format: YYYY-MM-DD	
13	EmployeeEndDate Employee's HR recorded end date.		10	Date	Optional	Format: YYYY-MM-DD	
Visit Ger	neral 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	Employeeldentifier	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	GroupCode	This visit was part of a group visit. Group Code is	6	String	Optional	LIVE DATA	
		used to reassemble all members of the group.					
7	ClientIDQualifier	Value being sent to unique identify the client.	20	String	Yes	ClientMedicaidID	
8	ClientID Identifier used in the client element.		64	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					
		Client_General segment.					
10	VisitCancelledIndicator	True/false – allows a visit to be cancelled / deleted	5	String	Yes	True   False	
		based on defined rules.					
11	PayerID	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	
13	ProcedureCode	This is the billable procedure code which would be	5	String	Yes	See Appendix 2 HCPCS column	
		mapped to the associated service.					
14	Modifier1	Modifier for the HCPCS code for the 837. Up to 4 of	2	String	Optional	See Appendix 2 Modifier columns	
		these are allowed.					
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 [Column Name]	Description	Max Length	Туре	Required?	Expected Value(s) 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



						TECHNOCOGIES
Index	Element	Description	Max	Type	Required?	Expected Value(s)
	[Column Name]		Length			Format / Validation Rules
23	BillVisit	True/False. If the visit is going to be billed, should be sent as Y. Otherwise N.	5	String	Optional	True   False
24	HoursToBill	Hours that are going to be billed.	99.999	Decimal	Optional	LIVE DATA
25	HoursToPay	If payroll is in scope for the payer program, the hours to pay.	99.999	Decimal	Optional	LIVE DATA
26	Memo	Associated free form text	512	String	Optional	LIVE DATA
Calls: If c	calls are not provided, ad	justed times must be included in the parent visit element	ent. Calls ir	nclude any ty	pe of clock in	or clock out depending on system
	· ·	dor systems may not record some visit activity as calls. I			•	• •
informat	ion without calls as manu	ually entered. This is an OPTIONAL segment.				
1	CallExternalID	Call identifier in the external system	16	String	Yes	LIVE DATA

1	CallExternalID	Call identifier in the external system	16	String	Yes	LIVE DATA
2	CallDateTime Event date time. Must be at least to the second.		20	Date	Yes	FORMAT: YYYY-MM-
			Time		DDTHH:MM:SSZ	
3	CallAssignment	Description of the call for EVV purposes.	10	String	Yes	Time In   Time Out   Other
4	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	6	String	Optional	LIVE DATA
		which is associated to all members of the group visit.				
5	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
6	ProcedureCode	This is the billable procedure code which would be mapped to the associated service.	5	String		See Appendix 2 HCPCS column
7	ClientIdentifierOnCall	ClientIdentifier entered during the call with the member.	10	String	Yes	LIVE DATA
8	MobileLogin	Login used if a mobile application is in use for GPS calls.  RULE: Required if CallType = Mobile.		String	Conditional	LIVE DATA
9	CallLatitude GPS latitude recorded during event. Latitude has a 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				



Index	Element	Description	Max	Туре	Required?	Expected Value(s)
illuex	[Column Name]	Description	Length	туре	Requireu:	Format / Validation Rules
	[column Name]	the ClientAddress section, you will receive the GPS Distance Exception.	Length			Torride, validation hales
10	CallLongitude	GPS longitude recorded during event. Longitude has a range of -180 to 180 with a 15 digit precision.  RULE: Required for CallType = Mobile.	20	Decimal	Conditional	LIVE DATA
		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 receive the GPS Distance Exception.				
11	Location	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
12	Ovisiostis a Dhana Numban	RULE: Required if CallType = Telephony.	10	Chuinn	Canditional	FORMAT, HUHHHHHHHH
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 who	en exception	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
	nges: This is a CONDITIONAL each change to the visit reco	segment. If there are any updates to records, Visiti d.	ExceptionAc	knowledgme	ents or manua	l entries, this segment must be
1	SequenceID	The Third Party EVV visit sequence ID to which the change applied		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)
2	[Column Name]		Length			Format / Validation Rules
3	ChangeDateTime	Date and time when change is made. At least to the	20	Date	Yes	FORMAT: YYYY-MM-
•		second.		Time	0 11 1	DDTHH:MM:SSZ
4	GroupCode	This visit was part of a group visit. GroupCode is used	6	String	Optional	LIVE DATA
_		to reassemble all members of the group.	-	0.1	0 1	
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	256	String	Conditional	See Appendix 3 NoteRequired?
		entered. Note that this is a conditional field only				Column
		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.				
7	ResolutionCode	If the program is implemented to use resolution	4	String	Conditional	"A" = Written Documentation
		codes and a resolution code is required for each visit				Maintained
		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.				
Tasks: If	you wish to match tasks from	m the original system to those allowed from the Task	Appendix	vou can tran	sfer those usin	ng this section. This is an
	AL segment.			,		
OI HOIV	AL SEGIMENT.					
1	TaskID	TaskID, this taskID must map to the Task IDs	4	String	Yes	See Appendix 6 Task ID column for
		used for the agency in the Sandata system				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	НВ				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 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 treeding           0310         Eating         Assist with utensil usage           0310         Eating         Lift limb to mouth           0320         Eating         Clean utensils/dishes, empty trash           0330         Eating         Clean weal service area           0340         Eating         Clean utensils/dishes, empty trash           0350         Eating         Clean utensils/dishes, empty trash           0350         Eating         Equipment set up and clean up           0370         Eating         Heat/assemble food     <			
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         Lift limb to mouth           0320         Eating         Clean meal service area           0330         Eating         Clean meal service area           0340         Eating         Clean utensils/dishes, empty trash           0350         Eating         Open packages           0360         Eating         Appeachages           0370         Eating         Heat/assemble food           0380         Mobility         Transfer to/from chair           0390         Transfer         To/from bed           0400         Transfer <td>TaskID</td> <td>Category</td> <td>Task Description</td>	TaskID	Category	Task Description
0230     Mobility     Passive/active ROM       0240     Mobility     Turn/reposition       0250     Toileting     Remove/pull up/fasten garments       0250     Toileting     Hygiene after toileting       0270     Toileting     Transfer to/from BSC or toilet       0280     Eating     Assist with cutting food       0290     Eating     Assist with treeding       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     Equipment set up and clean up       0370     Eating     Heat/assemble food       0380     Mobility     Transfer to/from chair       0400     Transfer     To/from bed       0400     Transfer     To/from doilet       0410     Transfer     To/from scooter       0430     Transfer     To/from scooter       0440     Transfer     To/from wheelchair       0450     Personal Hygiene     Shampoo/hair care   <		•	Ambulation room to room
0240MobilityTurn/reposition0250ToiletingRemove/pull up/fasten garments0260ToiletingHygiene after toileting0270ToiletingTransfer to/from BSC or toilet0280EatingAssist with cutting food0290EatingAssist with feeding0300EatingAssist with utensil usage0310EatingLift limb to mouth0320EatingTube feeding0330EatingClean meal service area0340EatingClean utensils/dishes, empty trash0350EatingOpen packages0360EatingEquipment set up and clean up0370EatingHeat/assemble food0380MobilityTransfer to/from chair0390TransferTo/from bed0400TransferTo/from chair0410TransferTo/from chair0420TransferTo/from stroller0440TransferTo/from stroller0440TransferTo/from stroller0440TransferTo/from wheelchair0450Personal HygieneShanpoo/hair care0460Personal HygieneShanpoo/hair care0480Personal HygieneSkin care (includes wash face/hands, foot care)0490Personal HygieneNake up0490Personal HygieneNake up	0220	Mobility	Assist with stairs
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 meal service area       0340     Eating     Clean meal service area       0350     Eating     Open packages       0360     Eating     Equipment set up and clean up       0370     Eating     Equipment set up and clean up       0380     Mobility     Transfer to/from chair       0390     Transfer     To/from bed       0400     Transfer     To/from bed       0410     Transfer     To/from chair       0420     Transfer     To/from stroller       0430     Transfer     To/from stroller       0440     Transfer     To/from wheelchair       0450     Personal Hygiene     Shampoo/hair care       0470     Personal Hygiene     Shampoo/hair care <td>0230</td> <td>Mobility</td> <td>Passive/active ROM</td>	0230	Mobility	Passive/active ROM
0260ToiletingHygiene after toileting0270ToiletingTransfer to/from BSC or toilet0280EatingAssist with cutting food0290EatingAssist with feeding0300EatingAssist with utensil usage0310EatingLift limb to mouth0320EatingTube feeding0330EatingClean meal service area0340EatingClean utensils/dishes, empty trash0350EatingOpen packages0360EatingOpen packages0370EatingHeat/assemble food0380MobilityTransfer to/from chair0390TransferTo/from bed0400TransferTo/from chair0410TransferTo/from scooter0430TransferTo/from scooter0440TransferTo/from wheelchair0450TransferTo/from wheelchair0450Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0240	Mobility	Turn/reposition
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     Deen packages       0370     Eating     Heat/assemble food       0380     Mobility     Transfer to/from chair       0390     Transfer     To/from bed       0400     Transfer     To/from toilet       0410     Transfer     To/from scooter       0430     Transfer     To/from stroller       0440     Transfer     To/from wheelchair       0450     Transfer     to/from vehicle       0460     Personal Hygiene     Skin care (includes wash face/hands, foot care)       0480     Personal Hygiene     Make up       0490     Personal Hygiene     Nail care/trimming	0250	Toileting	Remove/pull up/fasten garments
0280EatingAssist with cutting food0290EatingAssist with feeding0300EatingAssist with utensil usage0310EatingLift limb to mouth0320EatingTube feeding0330EatingClean meal service area0340EatingClean utensils/dishes, empty trash0350EatingOpen packages0360EatingEquipment set up and clean up0370EatingHeat/assemble food0380MobilityTransfer to/from chair0390TransferTo/from bed0400TransferTo/from bed0410TransferTo/from toilet0420TransferTo/from scooter0430TransferTo/from wheelchair0440TransferTo/from wheelchair0450TransferTo/from vehicle0450Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0260	Toileting	Hygiene after toileting
0290EatingAssist with feeding0300EatingAssist with utensil usage0310EatingLift limb to mouth0320EatingTube feeding0330EatingClean meal service area0340EatingClean utensils/dishes, empty trash0350EatingOpen packages0360EatingEquipment set up and clean up0370EatingHeat/assemble food0380MobilityTransfer to/from chair0390TransferTo/from bed0400TransferTo/from chair0410TransferTo/from toilet0420TransferTo/from scooter0430TransferTo/from wheelchair0440TransferTo/from wheelchair0440TransferTo/from wheelchair0440Personal HygieneShampoo/hair care0460Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0270	Toileting	Transfer to/from BSC or toilet
0300EatingAssist with utensil usage0310EatingLift limb to mouth0320EatingTube feeding0330EatingClean meal service area0340EatingClean utensils/dishes, empty trash0350EatingOpen packages0360EatingEquipment set up and clean up0370EatingHeat/assemble food0380MobilityTransfer to/from chair0390TransferTo/from bed0400TransferTo/from chair0410TransferTo/from scooter0430TransferTo/from scooter0440TransferTo/from stroller0440TransferTo/from wheelchair0440TransferTo/from wheelchair0450TransferShampoo/hair care0460Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneNail care/trimming	0280	Eating	Assist with cutting food
0310EatingLift limb to mouth0320EatingTube feeding0330EatingClean meal service area0340EatingClean utensils/dishes, empty trash0350EatingOpen packages0360EatingEquipment set up and clean up0370EatingHeat/assemble food0380MobilityTransfer to/from chair0390TransferTo/from bed0410TransferTo/from toilet0420TransferTo/from scooter0430TransferTo/from stroller0440TransferTo/from wheelchair0440TransferTo/from wheelchair0450Transferto/from wheelchair0450Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0290	Eating	Assist with feeding
0320EatingTube feeding0330EatingClean meal service area0340EatingClean utensils/dishes, empty trash0350EatingOpen packages0360EatingEquipment set up and clean up0370EatingHeat/assemble food0380MobilityTransfer to/from chair0390TransferTo/from bed0410TransferTo/from toilet0420TransferTo/from scooter0430TransferTo/from stroller0440TransferTo/from wheelchair0450Transferto/from wehicle0450Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0300	Eating	Assist with utensil usage
0330EatingClean meal service area0340EatingClean utensils/dishes, empty trash0350EatingOpen packages0360EatingEquipment set up and clean up0370EatingHeat/assemble food0380MobilityTransfer to/from chair0390TransferTo/from bed0400TransferTo/from chair0410TransferTo/from toilet0420TransferTo/from scooter0430TransferTo/from stroller0440TransferTo/from wheelchair0450TransferTo/from wheelchair0450TransferShampoo/hair care0470Personal HygieneShampoo/hair care0480Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0310	Eating	Lift limb to mouth
0340EatingClean utensils/dishes, empty trash0350EatingOpen packages0360EatingEquipment set up and clean up0370EatingHeat/assemble food0380MobilityTransfer to/from chair0390TransferTo/from bed0400TransferTo/from chair0410TransferTo/from toilet0420TransferTo/from scooter0430TransferTo/from stroller0440TransferTo/from wheelchair0450Transferto/from vehicle0460Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0320	Eating	Tube feeding
0350EatingOpen packages0360EatingEquipment set up and clean up0370EatingHeat/assemble food0380MobilityTransfer to/from chair0390TransferTo/from bed0400TransferTo/from chair0410TransferTo/from toilet0420TransferTo/from scooter0430TransferTo/from stroller0440TransferTo/from wheelchair0450Transferto/from vehicle0460Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0330	Eating	Clean meal service area
0360EatingEquipment set up and clean up0370EatingHeat/assemble food0380MobilityTransfer to/from chair0390TransferTo/from bed0400TransferTo/from chair0410TransferTo/from toilet0420TransferTo/from scooter0430TransferTo/from stroller0440TransferTo/from wheelchair0450Transferto/from vehicle0460Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0340	Eating	Clean utensils/dishes, empty trash
0370EatingHeat/assemble food0380MobilityTransfer to/from chair0390TransferTo/from bed0400TransferTo/from chair0410TransferTo/from toilet0420TransferTo/from scooter0430TransferTo/from stroller0440TransferTo/from wheelchair0450Transferto/from vehicle0460Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0350	Eating	Open packages
Mobility Transfer to/from chair  Transfer To/from bed  Transfer To/from chair  To/from chair  Transfer To/from chair  Transfer To/from toilet  Transfer To/from scooter  Transfer To/from scooter  Transfer To/from stroller  Transfer To/from wheelchair  Transfer To/from wheelchair  Transfer To/from vehicle  Transfer to/from vehicle  Personal Hygiene Shampoo/hair care  Skin care (includes wash face/hands, foot care)  Personal Hygiene Make up  Personal Hygiene Nail care/trimming	0360	Eating	Equipment set up and clean up
0390TransferTo/from bed0400TransferTo/from chair0410TransferTo/from toilet0420TransferTo/from scooter0430TransferTo/from stroller0440TransferTo/from wheelchair0450Transferto/from vehicle0460Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0370	Eating	Heat/assemble food
0400TransferTo/from chair0410TransferTo/from toilet0420TransferTo/from scooter0430TransferTo/from stroller0440TransferTo/from wheelchair0450Transferto/from vehicle0460Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0380	Mobility	Transfer to/from chair
0410TransferTo/from toilet0420TransferTo/from scooter0430TransferTo/from stroller0440TransferTo/from wheelchair0450Transferto/from vehicle0460Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0390	Transfer	To/from bed
0420TransferTo/from scooter0430TransferTo/from stroller0440TransferTo/from wheelchair0450Transferto/from vehicle0460Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0400	Transfer	To/from chair
0430TransferTo/from stroller0440TransferTo/from wheelchair0450Transferto/from vehicle0460Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0410	Transfer	To/from toilet
0440TransferTo/from wheelchair0450Transferto/from vehicle0460Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0420	Transfer	To/from scooter
0450Transferto/from vehicle0460Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0430	Transfer	To/from stroller
0460Personal HygieneShampoo/hair care0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0440	Transfer	To/from wheelchair
0470Personal HygieneSkin care (includes wash face/hands, foot care)0480Personal HygieneMake up0490Personal HygieneNail care/trimming	0450	Transfer	to/from vehicle
0480 Personal Hygiene Make up 0490 Personal Hygiene Nail care/trimming	0460	Personal Hygiene	Shampoo/hair care
0490 Personal Hygiene Nail care/trimming	0470	Personal Hygiene	Skin care (includes wash face/hands, foot care)
70	0480	Personal Hygiene	Make up
0500 Personal Hygiene Mouth/oral/denture care	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

Abbreviation	Name
ANI	Automatic Number Identification
BYOD	Bring Your Own Device
CDS	Consumer Directed Services
EVV	Electronic Visit Verification
FI	Fiscal Intermediary
GPS	Global Positioning System
IVR	Interactive Voice Response – the underlying system used for telephony
MVV	Mobile Visit Verification
PA	Prior Authorization
PIN	Personal Identity Number
SMC	Sandata Mobile Connect
SSN	Social Security Number
TVV	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:

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



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 guery 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.



```
"EmployeeQualifier": "EmployeeSSN",
       "EmployeeIdentifier": "99999999",
       "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": "99999999",
"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"
      }]
}]
JSON Visit
[{
       "ProviderIdentification": {
              "ProviderID": "123456",
              "ProviderQualifier": "SandataID"
       },
       "VisitOtherID": "123456789",
       "SequenceID": 111,
       "EmployeeQualifier": "EmployeeSSN",
       "EmployeeOtherID": "999999999",
       "EmployeeIdentifier": "99999999",
       "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",
```



## 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": "99999999",
  "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

}