

DDS

Electronic Visit Verification

To better support you in being an EOR or a good boss, DDS will soon be using a new tool called Electronic Visit Verification (EVV). New federal rules require electronic visit time recording to accurately assure supports are being provided. DDS will soon announce a projected start date, and will gradually implement the free EVV system. Eventually this new tool will replace the paper timesheets you have been signing and submitting to the Fiscal Intermediary (FI) on a weekly basis.

You will be notified when training will be available in your area. If you are signed up to receive emails, you will receive e-mails with information on how to get assistance in learning the new system.



Sandata
EVV



Additional information can be found at our DDS website:

<https://portal.ct.gov/DDS/OperationsCenter/EVV/Electronic-Visit-Verification>

**State of Connecticut Dept.
of Developmental Services**

460 Capitol Avenue Hartford, CT 06106

DDS

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What is Electronic Visit Verification (EVV)?

EVV is a data system that Employers of Record (EOR) and Employees can access and use through a mobile smart phone or land line. Direct Support Professionals who use the mobile option will download the application to their smartphone in order to record and verify when your services begin and end.

Electronic Visit Verification for Self-Direction

DDS and your Fiscal Intermediary will be providing you with access to the EVV application and the EVV Dashboard. The EVV Dashboard is set up for you to easily review the weekly information your staff submits on the app. Once you review and agree with the information, you'll be prompted to click on an approval button, and the information is transmitted to your FI.

Electronic
Application
Sign



Sandata
EVV

Self-Directed Care Suite

The Participant Portal is a powerful tool participants can use to manage their employees and supports and to simplify keeping track of their employees' time.

The EVV system allows Direct Support Professionals to document their start time on their smart phone or your landline when they arrive to provide support services. They will also record the support they are provided. When they complete their time with you, they will record the time they are leaving either on their smart phone or your landline. This will take the place of the paper timesheet and be easier for you as the EOR to keep track of your staff's time and tasks.

Participant Portal

Participants or their authorized representative can view, edit and approve visits on electronic timesheets. Timesheet data can be sent to the payroll system so employees can be paid. The portal shows information about the services that are authorized for you and services you have left in an easy to read dashboard.



Employee/Caregiver Portal

Employees have real time access to view and make corrections to visit data, view timesheets, and manage time worked.