



**TMHP**

TEXAS MEDICAID  
&  
HEALTHCARE PARTNERSHIP

**A STATE MEDICAID CONTRACTOR**

## **Appendix N – EVV Data Transfer Guide**

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The program providers/FMSAs will have to follow the below steps to transition information from one system to another.

## Vendor to Vendor transition

- The program providers/FMSAs will initiate the process in the current EVV vendor system to transition the following information to the new EVV vendor system.
  - o Member information  
*Please refer to Appendix N1 for list of data elements that will be transitioned*
  - o Service Attendant information  
*Please refer to Appendix N2 for list of data elements that will be transitioned*
  - o Service Authorization Information. This is primarily the Managed Care Organization (MCO) Authorization information that exists on the current EVV vendor system.  
*Please refer to Appendix N3 for list of data elements that will be transitioned*

*\*Current EVV vendor system and new EVV vendor system may agree to transfer other data elements like Claims, Payroll setup etc...*

Following are the steps the program providers/FMSAs will follow to transition the Member, Service Attendant and Service Authorization information

1. The program providers/FMSAs should have successfully on boarded with the new EVV vendor system.
2. The program providers/FMSAs will have to initiate the transition process on the current EVV vendor system and communicate the same to the new EVV vendor system.
3. The program providers/FMSAs will have the capability to indicate to the current EVV vendor system, the information that is needed to be transitioned to the new EVV vendor system. This will ensure that only the needed information is transitioned to the new EVV vendor system and not all the historical information for that program provider/FMSA.
4. Once the program providers/FMSAs initiate the data transfer process, the data should be available in the new EVV vendor system in a timely manner.
5. The program providers/FMSAs will have the capability to review the data transferred on the new EVV vendor system after transition is completed.

## Vendor to Proprietary System Operator (PSO) transition

- The program providers/FMSAs will initiate the process in the current EVV vendor system to transition the following information to the new EVV proprietary system
  - o Member information  
*Please refer to Appendix N1 for list of data elements that will be transitioned*
  - o Service Attendant information  
*Please refer to Appendix N2 for list of data elements that will be transitioned*



- Service Authorization Information. This is primarily the MCO Authorization information that exists on the current EVV vendor system.

*Please refer to Appendix N3 for list of data elements that will be transitioned*

*\*Current EVV vendor system and new EVV proprietary system may agree to transfer other data elements like Claims, Payroll setup etc...*

Following are the steps the program providers/FMSAs will follow to transition the Member, Service Attendant and Service Authorization information

1. The program providers/FMSAs should have successfully on boarded and gone through the readiness review with TMHP.
2. The program providers/FMSAs will have to initiate the transition process with the current EVV vendor system.
3. The program providers/FMSAs will have the capability to indicate to the current EVV vendor system, the information that is needed to be transitioned to the new EVV proprietary system. This will ensure that only the needed information is transitioned to the new EVV proprietary system and not all the historical information for that program provider/FMSA.
4. Once the program providers/FMSAs initiate the data transfer process, the data should be available in the new EVV proprietary system in a timely manner.
5. The program providers/FMSAs will have the capability to review the data transferred on the new EVV proprietary system after the transition is completed.

## PSO to Vendor transition

- The program providers/FMSAs will initiate the process in the current EVV proprietary system to transition the following information to the new EVV vendor system.
  - Member information
  - Service Attendant information
  - Service Authorization Information. This is primarily the MCO Authorization information that exists on the current EVV vendor system.

*Please refer to Appendix N1 for list of data elements that will be transitioned*

*Please refer to Appendix N2 for list of data elements that will be transitioned*

*Please refer to Appendix N3 for list of data elements that will be transitioned*

*\*Current EVV proprietary system and new EVV vendor system may agree to transfer other data elements like Claims, Payroll setup etc...*

Following are the steps the program providers/FMSAs will follow to transition the Member, Service Attendant and Service Authorization information

1. The program providers/FMSAs should have successfully on boarded with the approved new EVV vendor system.
2. The program providers/FMSAs will have to initiate the transition process on the current EVV proprietary system and communicate the same to the approved new EVV vendor system.



3. The program providers/FMSAs will have the capability to indicate to the current EVV proprietary system, the information that is needed to be transitioned to the approved new EVV vendor system. This will ensure that only the needed information is transitioned to the approved new EVV vendor system and not all the historical information for that program provider/FMSA.
4. Once the program providers/FMSAs initiate the data transfer process, the data should be available in the approved new EVV vendor system in a timely manner.
5. The program providers/FMSAs will have the capability to review the data transferred on the approved new EVV vendor system after transition is completed.

## PSO to PSO transition

- The program providers/FMSAs will initiate the process in the current EVV proprietary system to transition the following information to the new EVV proprietary system.
    - o Member information  
*Please refer to Appendix N1 for list of data elements that will be transitioned*
    - o Service Attendant information  
*Please refer to Appendix N2 for list of data elements that will be transitioned*
    - o Service Authorization Information. This is primarily the MCO Authorization information that exists on the current EVV vendor system.  
*Please refer to Appendix N3 for list of data elements that will be transitioned*
- \*Current EVV proprietary system and new EVV proprietary system may agree to transfer other data elements like Claims, Payroll setup etc...*

Following are the steps the program providers/FMSAs will follow to transition the Member, Service Attendant and Service Authorization information

1. The program providers/FMSAs should have successfully on boarded with the new EVV proprietary system.
2. The program providers/FMSAs will have to initiate the transition process on the current EVV proprietary system and communicate the same to the new EVV proprietary system.
3. The program providers/FMSAs will have the capability to indicate to the current EVV proprietary system, the information that is needed to be transitioned to the new EVV proprietary system. This will ensure that only the needed information is transitioned to the new EVV proprietary system and not all the historical information for that program provider/FMSA.
4. Once the program providers/FMSAs initiate the data transfer process, the data should be available in the new EVV proprietary system in a timely manner.
5. The program providers/FMSAs will have the capability to review the data transferred on the new EVV proprietary system after transition is completed.

## Appendix

*Appendix N1 – [EVV Member Information File Layout](#)*

*Appendix N2 – [EVV Service Attendant Information File Layout](#)*

*Appendix N3 – [EVV Authorization Information File Layout](#)*