



Appendix N – EVV Data Transfer Guide v5.0

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The program providers/FMSAs will have to follow the steps below 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.
 - Member information
Please refer to Appendix N1 for list of data elements that will be transitioned
 - Service Provider information
Please refer to Appendix N2 for list of data elements that will be transitioned
 - 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 Provider and Service Authorization information

1. The program providers/FMSAs should have successfully onboarded with the new EVV vendor system.
2. The program providers/FMSAs must 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 they want 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
 - Member information
Please refer to Appendix N1 for list of data elements that will be transitioned
 - Service Provider 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 Provider and Service Authorization information

1. The program providers/FMSAs should have successfully onboarded and gone through either an expedited or standard operational 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 they want 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 Provider information
 - 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 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 Provider and Service Authorization information

1. The program providers/FMSAs should have successfully onboarded 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 Provider 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 Provider and Service Authorization information

1. The program providers/FMSAs should have successfully onboarded 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 they want 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

https://www.tmhp.com/sites/default/files/file-library/evv/evv-proprietary-systems/hhsc-evv-business-rules-proprietary-systems-2/Appendix_N1_EVV_Member_Information_File_Layout_V5.0.pdf

Appendix N2 – EVV Service Provider Information File Layout

https://www.tmhp.com/sites/default/files/file-library/evv/evv-proprietary-systems/hhsc-evv-business-rules-proprietary-systems-2/Appendix_N2_EVV_Service_Provider_Information_File_Layout_V5.0.pdf

Appendix N3 – EVV Authorization Information File Layout

https://www.tmhp.com/sites/default/files/file-library/evv/evv-proprietary-systems/hhsc-evv-business-rules-proprietary-systems-2/Appendix_N3_EVV_Authorization_Information_File_Layout_V5.0.pdf

Revision History

Version	Date	Description
1.0	09/18/2020	Published with PSO v1.1 and EVV Vendor v8.0 Business Rules.
2.0	2/25/2022	Published with PSO v2.0 and EVV Vendor v9.0 Business Rules. Enhanced to define Required fields and which may be edited. Renamed to EVV Master Provider Web Service to align with Business Rules.
3.0	01/02/2023	Published with PSO v3.0 and EVV Vendor v10.0 Business Rules.
4.0	09/16/2024	Published with PSO v3.1 and EVV SPSO v10.1 Business Rules.
5.0	08/24/2026	Published with PSO v4.0 and EVV SPSO v11.0 Business Rules.