HHSC Electronic Visit Verification (EVV) Vendors Documentation
Appendix P - Auto Verification
Published Date: 02/25/2022
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EVV Schedule Types Summary		
Schedule Type	**Auto-Verification Criteria**	**24-hour Call Matching Window enabled?**
Daily Variable Schedule	• Visit must occur on the scheduled date. • Visit duration must match scheduled duration within 7 minutes.	Yes
Daily Variable Schedule +Optional Expanded Time for Auto-verification	• Visit must occur on the scheduled date. • Visit duration must match scheduled duration within 22 minutes (.25 bill hours over or under).	Yes
Daily Variable Schedule +Optional Expanded Time for Auto-verification +Automatic Downward Adjustment	• Visit must occur on the scheduled date. • Visit duration must match scheduled duration within 22 minutes (.25 bill hours). • The EVV System will automatically downward adjust the Bill Hours to the scheduled duration if the visit duration is no more than .25 Bill Hours over.	Yes
Weekly Variable Schedule	• Visit must occur within the Weekly Schedule Begin Date and Weekly Schedule End Date. • Bill Hours of visit must not exceed hours remaining on Total Weekly Scheduled Hours • Visit duration is not considered for auto verification.	No
Daily Fixed Schedule	• Visit must occur on the scheduled date. • Visit clock in time must match scheduled begin time within 7 minutes <u>and</u> visit clock out time must match scheduled end time within 7 minutes. • Visit duration must match scheduled duration within 7 minutes. (8 minutes under or 8 minutes over will not auto-verify)	No
Daily Fixed Schedule +Optional Expanded Time for Auto-verification	• Visit must occur on the scheduled date. • Visit clock in time must match scheduled begin time within 7 minutes <u>and</u> visit clock out time must match scheduled end time within 7 minutes. • Visit duration must match scheduled duration within 14 minutes.	No

EVV Schedule Types Summary		
Daily Fixed Schedule +Optional Expanded Time for Auto-verification +Automatic Downward Adjustment	• Visit must occur on the scheduled date. • Visit clock in time must match scheduled begin time within 7 minutes <u>and</u> visit clock out time must match scheduled end time within 7 minutes. • Visit duration must match scheduled duration within 14 minutes. • The EVV System will automatically downward adjust the Bill Hours to the scheduled duration if the visit duration is within 14 minutes.	No

Below is Auto Verification Criteria to be used by the EVV System. The criteria are listed for with a Schedule (Daily Fixed, Daily Variable, Weekly Variable) and without a Schedule.

EVV Method	Field on the EVV Visit Transaction	Field on the Schedule	Auto Verification with Schedule (*'Daily Fixed Schedule', 'Daily Variable Schedule' and 'Weekly Variable Schedule'*)	Auto Verification without Schedule
ALL METHOD TYPES	EMPLOYEE_EVVID	ATTENDANT EVV ID	The EVV System must match the Employee EVV ID (EMPLOYEE_EVVID) on the EVV Visit Transaction with the Primary Service Provider Employee EVV ID or the Backup Service Provider Employee EVV ID on the Schedule. If the Employee EVV ID (EMPLOYEE_EVVID) on the EVV Visit Transaction does not match to Primary or Backup Service Provider Employee EVV ID, the EVV Visit Transaction must not Auto-verify.	The EVV System must validate the Employee EVV ID (EMPLOYEE_EVVID) on the EVV Visit Transaction is found in the EVV System. If Employee EVV ID (EMPLOYEE_EVVID) is not found, then the EVV Visit Transaction must not Auto-verify.
	INDVMBR_MEMBEREVVID	MEMBER EVV ID	The EVV System must match the Member EVV ID (INDVMBR_MEMBEREVVID) from the EVV Visit Transaction with the Member EVV ID on the Schedule. If Member EVV ID (INDVMBR_MEMBEREVVID) on the EVV Visit Transaction does not match with the Member EVV ID on the Schedule, the EVV Visit Transaction must not Auto-verify.	The EVV System must validate the Member EVV ID (INDVMBR_MEMBEREVVID) on the EVV Visit Transaction is found in the EVV System. If Member EVV ID(INDVMBR_MEMBEREVVID) on the EVV Visit Transaction is not found, then the EVV Visit Transaction must not Auto-verify.
	EVV_PAYHOURS (rounded actual hours)	VISIT_VISITHOURS	**Criteria 1 – Daily Variable Schedule, Daily Fixed Schedule (up to 7 Minutes Expanded Time)** Optional Expanded Time for Auto-Verification - **OFF** Optional Automatic Downward Adjustment - **OFF** The EVV System must compare Bill Hours (EVV_PAYHOURS) with Schedule Hours (VISIT_VISITHOURS) for the date of service. If the difference between Bill Hours (EVV_PAYHOURS) and Scheduled HOURS is greater than 7 minutes, the EVV Visit Transaction must not Auto-verify. **Criteria 2: Daily Variable Schedule (up to 22 Min Expanded Time (.25 hours), Billable hours are not**	The EVV System must validate the Bill Hours (EVV_PAYHOURS) on the EVV Visit Transaction is populated and is in the correct format. If the Bill Hours (EVV_PAYHOURS) is not populated and in the correct format, the EVV Visit Transaction must not Auto-verify.

adjusted)
Optional Expanded Time for Auto-Verification - **ON**
Optional Automatic Downward Adjustment - **OFF**

The EVV System must compare Bill Hours (EVV_PAYHOURS) with Schedule Hours (VISIT_VISITHOURS) for the date of service. If the difference between Bill Hours (EVV_PAYHOURS) and Scheduled HOURS is greater than 22 minutes, the EVV Visit Transaction must not Auto-verify.

Criteria 3: Daily Variable Schedule (up to 22 Min Expanded Time (.25 hours), Billable hours are downward adjusted)
Optional Expanded Time for Auto-Verification - **ON**
Optional Automatic Downward Adjustment - **ON**

The EVV System must compare Bill Hours (EVV_PAYHOURS) with Schedule Hours (VISIT_VISITHOURS) for the date of service. If the difference between Bill Hours (EVV_PAYHOURS) and Scheduled HOURS is greater than 22 minutes, the EVV Visit Transaction must not Auto-verify. In this criteria Bill Hours are downward adjusted to match the Scheduled hours.

Criteria 4: Daily Fixed Schedule (up to 14 Min Expanded Time (.25 hours), Billable hours are not adjusted)
Optional Expanded Time for Auto-Verification - **ON**
Optional Automatic Downward Adjustment - **OFF**

The EVV System must compare Bill Hours (EVV_PAYHOURS) with Schedule Hours (VISIT_VISITHOURS) for the date of service. If the difference between Bill Hours (EVV_PAYHOURS) and

		Scheduled HOURS is greater than 14 minutes, the EVV Visit Transaction must not Auto-verify. **Criteria 5: Daily Variable Schedule (up to 14 Min Expanded Time (.25 hours), Billable hours are downward adjusted)** Optional Expanded Time for Auto-Verification - **ON** Optional Automatic Downward Adjustment - **ON** The EVV System must compare Bill Hours (EVV_PAYHOURS) with Schedule Hours (VISIT_VISITHOURS) for the date of service. If the difference between Bill Hours (EVV_PAYHOURS) and Scheduled Hours (VISIT_VISITHOURS) is greater than 14 minutes, the EVV Visit Transaction must not Auto-verify. In this criteria Bill Hours are downward adjusted to match the Scheduled hours. **Criteria 6: Weekly Variable Schedule** The EVV System must compare Bill Hours (EVV_PAYHOURS) with the remaining Total Weekly Scheduled Hours. If the Bill Hours (EVV_PAYHOURS) exceeds the remaining Total Weekly Scheduled Hours, the EVV Visit Transaction must not Auto-verify.	
SERVICE (EVV_HCPCS_CODE, EVV_MODIFIER)	AUTHORIZED SERVICE	The EVV System must match the Service information on the EVV Visit Transaction with the Service Information on the active Authorization for the linked to the Schedule. If Service information does not match with the active Authorization, the EVV Visit Transaction must not Auto-verify.	The EVV System must match the Service information on the EVV Visit Transaction with the Service Information on the active Authorization. If Service information does not match with the active Authorization, the EVV Visit Transaction must not Auto-verify.
EVV_VISITDATE (actual visit date of service)	VISIT_VISITDATE (Schedule Date for Daily Fixed and Daily Variable Schedule Types)	**Daily Fixed Schedule Type:** The EVV System must match actual visit date of service (EVV_VISITDATE) on the EVV Visit Transaction with date on the Schedule (VISIT_VISITDATE). If the actual visit date of service (EVV_VISITDATE) does not	The EVV System must validate the visit date of service (EVV_VISITDATE) on the EVV Visit Transaction is populated and is in the correct format. If the visit date of service (EVV_VISIT

	OR Weekly Schedule Begin Date and Weekly Schedule End Date for Weekly Variable Schedule Type	match with the date on the Schedule (VISIT_VISITDATE), the EVV Visit Transaction must not Auto-verify. **Daily Variable Schedule Types:** The EVV System must match actual visit date of service (EVV_VISITDATE) on the EVV Visit Transaction with date on the Schedule (VISIT_VISITDATE). If the actual visit date of service (EVV_VISITDATE) does not match with the date on the Schedule (VISIT_VISITDATE), the EVV Visit Transaction must not Auto-verify. For Daily Variable Schedule Type, the EVV System may only Auto-verify one visit within the 24-hour Call Matching Window, any additional visits in the same day for the same service must not Auto-verify. **Weekly Variable Schedule Type:** If the actual visit date of service (EVV_VISITDATE) on the EVV Visit Transaction is not within the Active Weekly Variable Schedule, then the Visit must not Auto-verify.	DATE) is not populated and in the correct format, the EVV Visit Transaction must not Auto-verify.
EVV_CALLINTIME EVV_CALLOUTTIME (Actual Time In and Actual Time Out)	VISIT_VISITTIMEIN VISIT_VISITTIMEOUT (Schedule Time In and Schedule Time Out)	The EVV System must validate that the actual time in (EVV_CALLINTIME) and actual time out (EVV_CALLOUTTIME) are both populated on the EVV Visit Transaction and in the correct data format. If the actual time in (EVV_CALLINTIME) or actual time out (EVV_CALLOUTTIME) are missing, the visit must not Auto-verify. **Daily Variable Schedule Type** The EVV System must validate the actual time in (EVV_CALLINTIME) and actual time out (EVV_CALLOUTTIME) occur within 12:00 AM and	The EVV System must validate the actual time in (EVV_CALLINTIME) or actual time out (EVV_CALLOUTTIME) are both populated on the EVV Visit Transaction and in the correct data format EVV System must validate the actual time in (EVV_CALLINTIME) and actual time out (EVV_CALLOUTTIME) occur within 12:00 AM and 11:59 PM of the same date of service (EVV_VISITDATE). If the actual time in (EVV_CALLINTIME) or actual time out (EVV_CALLOUTTIME) fail validation, the EVV Visit Transaction must not Auto-verify.

			11:59 PM of the same date of service (EVV_VISITDATE). If the actual time in (EVV_CALLINTIME) or actual time out (EVV_CALLOUTTIME) fail validation, then the EVV Visit Transaction must not Auto-verify. **Daily Fixed Schedule Type** The EVV System must compare actual time in (EVV_CALLINTIME) on the EVV Visit Transaction with Scheduled Time In (VISIT_VISITTIMEIN) and compare actual time out (EVV_CALLOUTTIME) on the EVV Visit Transaction with Scheduled Time Out (VISIT_VISITTIMEOUT). If the variance of actual time in (EVV_CALLINTIME) and schedule time in (VISIT_VISITTIMEIN) is greater than 7 minutes OR the variance of actual time out (EVVCALLOUTTIME) and schedule time out (VISIT_VISITTIMEOUT) is greater than 7 minutes, the EVV Visit Transaction must not Auto-verify.	
LANDLINE METHOD	EVV_PHONE	N/A	The EVV System must match the EVV_PHONE number with the Member's primary landline phone number or alternate landline phone numbers (INDVMBR_PHONE or INDVMBR_ALTPHONE or INDVMBR_ALTPHONE2). If the phone number does not match to Member's primary or alternate phone numbers, the EVV Visit Transaction must not Auto-verify.	The EVV System must match the EVV_PHONE number with the Member's primary landline phone number or alternate landline phone numbers (INDVMBR_PHONE or INDVMBR_ALTPHONE or INDVMBR_ALTPHONE2). If the phone number does not match to Member's primary or alternate phone numbers, the EVV Visit Transaction must not Auto-verify.

MOBILE METHOD	EVV_VISIT_LATITUDE_IN EVV_VISIT_LONGITUDE_IN EVV_VISIT_LATITUDE_OUT EVV_VISIT_LONGITUDE_OUT	N/A	The EVV System must validate that the GPS Coordinates for the clock in and clock out are both populated on the EVV Visit Transaction and in the correct data format. If the GPS Coordinates fail validation, the EVV Visit Transaction must not Auto-verify. The EVV System must match the GPS Coordinates from the EVV Visit Transaction to the Geo-location of the Member's address based on the Geo Fencing that is approved per HHSC EVV Policy. If the 'Geo-Location' is not within the 'EVV Allowed Geo-perimeter' with 'Service Delivery Location' as 'Member Home', the EVV Visit Transaction must not Auto-verify.	The EVV System must validate that the GPS Coordinates for the clock in and clock out are both populated on the EVV Visit Transaction and in the correct data format. If the GPS Coordinates fail validation, the EVV Visit Transaction must not Auto-verify. The EVV System must match the GPS Coordinates from the EVV Visit Transaction to the Geo-location of the Member's address based on the Geo Fencing that is approved per HHSC EVV Policy. If the 'Geo-Location' is not within the 'EVV Allowed Geo-perimeter' with 'Service Delivery Location' as 'Member Home', the EVV Visit Transaction must not Auto-verify.
ALTERNATIVE DEVICE METHOD	ALTERNATIVE DEVICE TOKEN ID	N/A	The EVV System must match the Alternative Device Token ID from the EVV Visit Transaction to the Alternative Device that is linked to the Member. If the Token ID does not match to the Alternate Device linked to the member, the EVV Visit Transaction must not Auto-verify.	The EVV System must match the Alternative Device Token ID from the EVV Visit Transaction to the Alternative Device that is linked to the Member. If the Token ID does not match to the Alternate Device linked to the member, the EVV Visit Transaction must not Auto-verify.

Revision History

Version	Date	Description
1.0	09/18/2020	Published with PSO v1.1 and EVV Vendor v8.0 Business Rules
2.0	02/25/2022	Published with PSO v2.0 and EVV Vendor v9.0 Business Rules Converted previous excel version into Word format. Enhanced auto verification criteria for variable schedules. Inserted Auto-verification criteria for No Schedule. Update chart for Daily Fixed Schedule to remove reference to .25 hours – only refer to within 14 minutes Column header changed Element to Field