



Business Requirements for Third Party EVV Data Aggregation WV EVV

May 2023

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Document Revision History

Date	Description of Revision
5/12/2023	Revised Business Requirements steps

Business Requirements for Third Party EVV Aggregation

The West Virginia Department of Health and Human Resources (DHHR) will utilize an Electronic Visit Verification (EVV) system for selected home and community-based services, beginning March 1, 2021. West Virginia DHHR provides the HHAExchange (HHAX) EVV system without charge; providers can select the HHAX EVV system or implement a third party EVV application. If providers implement a third party EVV system (not HHAX), they will be required to integrate with HHAX's EVV system, as described below. Please note, WV DHHR and HHAX are not responsible for any costs related to implementation of a third party EVV system, including those tied to the integration with HHAX's EVV system. Providers should select one EVV solution for the WV Aggregation; simultaneous use of a third party EVV system and HHAX will not be possible.

All new and updated data will need to be provided to HHAX in real time. Provider visit confirmation data may be shared with WV DHHR as required under the 21st Century Cures Act.

Providers will be required to pass a Phase I certification process, outlined below, and are expected to initiate contact with HHAX to begin the integration process. Providers utilizing a third party EVV system will be required to comply with both the business requirements listed in this document, as well as the technical specifications found on WV DHHR's and HHAX's website <https://hhaexchange.com/wv/>.

The following are the business requirements that each provider utilizing a third-party EVV system must comply with to achieve integration with HHAX's EVV system:

1. Providers selecting a third party EVV system must utilize the same system for all services subject to EVV requirements provided and billed under that provider number.
2. Providers using a third party EVV solution must complete the HHAX attestation found here: <https://www.cognitoforms.com/HHAExchange1/ThirdPartyEVVAttestationWV>
 - Provider is affirming they have read through the technical specification and business requirements when completing the attestation.
3. Once the attestation is completed, HHAExchange will email the Agency Contact provided within 2 business days with next steps for the integration process. Providers who do not receive a timely response, please contact [3rd Party Integration Support Desk](#) for further details.
4. Providers must coordinate with HHAX to establish a timeline for the testing process, with full participation from the providers to ensure production go-live is met by March 1, 2021. Please note, new integration efforts will be paused during the go-live period.
 - HHAX will provide a test plan to providers; both parties will sign-off on testing efforts once successful testing has been completed.
 - Upon the completion of testing, providers must request production credentials from HHAX and establish a go-live date for the integration of the third party EVV system and HHAX aggregator.
 - If providers are unable to meet the March 1, 2021 deadline, they will be expected to utilize HHAX's free EVV tools until integration efforts are re-initiated after go-live.
5. If a provider's third party EVV vendor has successfully tested with HHAX for WV EVV, it is the provider's responsibility to note this in the attestation, to include:
 - Provider name
 - Provider tax ID (FEIN)
 - 3rd Party EVV Vendor name
 - 3rd Party EVV Vendor primary contact

6. Providers' third party EVV systems must be able to provide required data for EVV aggregation to HHAX in real time via Application Programming Interface (API).
 - New and edited data must be provided to the HHAX aggregator at the time of entry into the third party EVV system.
 - Providers are required to affirm that data is not being manipulated once generated from third party EVV system.
 - Visit data captured in the third party EVV system and sent to HHAX cannot be modified in the HHAX system.
 - If providers cannot send data within real time to HHAX, providers may be required to use the HHAX EVV solution.
7. Providers' third party EVV systems must electronically capture the six data elements outlined by the 21st Century Cures Act.
8. Third party EVV systems must allow providers to make manual entries and edits.
 - The third-party system must gather the reason code for the manual entry and/or edit. DHHR will provide the list of reason codes.
9. Providers must establish a process to review & correct exceptions to data that does not comply with quality assurance guidelines established by HHAX aggregator.
 - HHAX will provide list of exceptions to providers; please note that the list of exceptions is subject to change. Changes will be published to <https://hhaexchange.com/wv> for providers to review.
10. Providers must continue to comply with the technical specification and business requirements for duration of the aggregation to HHAX.
 - HHAX will continue to screen data integrity and will contact providers should they fall out of compliance with technical specification and business requirements.
 - HHAX reserves the right to update technical specification and business requirements to meet the expectations of the State of WV; providers will be required to comply with these updates.
 - Failing to do so may result in requirement for provider to utilize HHAX's EVV solution until existing third party EVV system is certified.
 - The specification can be found here:
https://hhaxsupport.s3.amazonaws.com/SupportDocs/EDI+Guides/EVV+Aggregation/WV/HHAX+EVV+API+Technical+Specifications_WV.pdf
11. Providers must ensure that their third party EVV systems must maintain all necessary data to fully report on the services provided in accordance with the State of WV's policies and procedures. Systems must retain records for seven years from date of receipt of payment for services rendered.
12. Regardless of EVV method used, all visits will be distributed to the appropriate payer by HHAX for any visit data coming directly to HHAX.
13. Regardless of EVV method used, all visits will be billed through HHAX for Fee For Service members.

Next steps

- Providers to complete the attestation found here:
 - <https://www.cognitofrms.com/HHAexchange1/ThirdPartyEVVAttestationWV>