

EVV Phase 3 Non-Agency Training Information

Training Registration will open on **September 15, 2020** for Phase 3 of the Ohio Department of Medicaid (ODM) Electronic Visit Verification (EVV) initiative. Phase 3 **training will begin October 5, 2020**. Today we are sending you an overview of Phase 3 training. Please review the [ODM webpage](#) for a description of phases, services, timelines and other resources.

Phase 1 and Phase 2 Providers

If you are currently using Sandata EVV or have taken Sandata EVV training already, there will be a bridge training for providers to understand the EVV system changes for Phase 3. These changes will be made to the system on September 1, 2020. Bridge training will be offered as both an instructor-led webinar and a self-paced training course.

Providers who have already taken training may log into their existing Sandata Learning Management System (LMS) account as of August 10, 2020 to register for the instructor-led bridge training webinars. Both instructor-led webinars and self-paced bridge training will be available on August 24, 2020. More information regarding the bridge training has been sent to you through a separate email.

If you have not taken EVV training for Phase 1 or Phase 2, then you must take the existing self-paced training and then bridge training.

Phase 3 New Provider Training

ODM is taking a new approach to EVV training in Phase 3 based on feedback from providers in prior phases. In Phase 3, you can access the EVV system after your first training. After you take the initial module in the Sandata Learning Management System (LMS), you will receive a link to your Welcome Kit with your initial EVV login credentials. The required course is:

Course	Duration	Content Overview	Intended Audience
Overview	60 mins	This course provides an overview of all the modules used by non-agency providers in the Sandata EVV system. The course covers login requirements, common elements and functionality available throughout the system, an explanation of the different modules, and a description of the information available within each module. This course also includes an introduction to finding and running standard reports available in the Sandata EVV system.	Non-Agency Provider

After taking this initial course in Sandata’s LMS, you will receive weblinks that you can use to take additional EVV system training. Training topics have been broken into shorter courses that can be taken separately at the convenience of the provider.

All Phase 3 EVV training will be conducted remotely. Training options that will be available for registration after the initial training courses include:

Independent Web-Based Training:

This online, self-paced training method allows participants to access training materials independently. These self-paced courses cover each module of the EVV system and are available 24-hours a day, 7 days a week for the life of the program. Independent Web-Based Training can be a great resource as a refresher.

Instructor-Led Web-Based Training:

Also known as webinars, these courses cover each module of the EVV system. Participants will register for the desired webinar courses and attend from a remote location, using their own computer with internet access. Participants can listen to the webinars either by calling in by phone or through computer audio.

The courses offered include:

Courses Available	Duration	Content Overview	Intended Audience
Overview	60 mins	This course provides an overview of all the modules used by non-agency providers in the Sandata EVV system. The course covers login requirements, common elements and functionality available throughout the system, an explanation of the different modules, and a description of the information available within each module. This course also includes an introduction to finding and running standard reports available in the Sandata EVV system.	Non-Agency Provider
Data Entry	60 mins	This course explains how to search for, create, edit, and inactivate client records in Sandata EVV. Note: the training includes information about how to enter employees into the EVV system that does not apply to Non-Agency providers. This is a small part of the course content and Non-Agency providers should still take this course.	Non-Agency Provider
Visit Capture	30 mins	The course walks through the process a caregiver uses to start and complete a visit using mobile and telephony visit verification methods.	Non-Agency Provider
Visit Maintenance	90 mins	This course provides a detailed review of the Visit Maintenance module. It explains using the available filters to review visit data, the visit exceptions, and how to clear or resolve each exception. The user also learns how to perform visit maintenance and how to manually create and edit visits.	Non-Agency Provider
Group Visits	45 mins	This course explains how a caregiver starts and completes a group visit using mobile and telephony visit verification methods. This course also explains how group visit information is viewed in Sandata EVV.	Non-Agency Provider

You will receive more information including registration links when **registration opens on September 15, 2020**. If you have any questions on registering for training, or regarding any of the other actions to be ready for go-live, call the EVV Provider Hotline at (855) 805-3505. If you have general EVV questions, email the EVV Unit at EVV@medicaid.ohio.gov.

Thank you for your participation in the EVV program.