October 5, 2020

Dear Non-Agency Provider:

Instructor-led web-based training begins today for Phase 3 of the Ohio Department of Medicaid (ODM) Electronic Visit Verification (EVV) initiative.

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 you complete the required initial module. After you take the required *Overview* course in the Sandata LMS, you will receive instructions for how to download your Welcome Kit. The Welcome Kit includes your EVV login credentials. The required course for non-agency providers is:

Course	Duration	Content Overview	Intended Audience
Overview	60 mins	This course supplies an overview of the modules in the Sandata EVV system. The course covers login requirements, common data elements, and functionality available throughout the system, an explanation of the different modules, and a description of the information available within each module. It 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 also receive weblinks that you can use to take additional EVV system training.

Phase 3 EVV training is role-based. Training topics are broken into shorter courses that can be taken separately. All Phase 3 EVV training will be conducted remotely. Training options that will be available for registration include:

Independent Web-Based Training:
This online, self-paced training method allows you 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. You will register for the desired webinar courses and attend from a remote location, using your own computer with internet access. You 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 supplies an overview of the modules in the Sandata EVV system. The course covers login requirements, common data elements, and functionality available throughout the system, an explanation of the different modules, and a description of the information available within each module. It also includes an introduction to finding and running standard reports available in the Sandata EVV system.	Non-Agency Providers
Data Entry	60 mins	This course explains how to search for, create, edit, and deactivate client records in the Sandata EVV system.	Non-Agency Providers
Visit Capture (SMC, TVV)	30 mins	This course walks through the process a caregiver uses to start and complete a visit using mobile and telephony visit verification methods.	Non-Agency Providers
Visit Maintenance	90 mins	This course provides a detailed review of the Visit Maintenance module. It explains how to use 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 Providers
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 Providers

Please review the attached document, which describes the workflow for training registration.

If you have any questions on registering for training or regarding any of the other actions to be ready for the **mandated use date of January 1st, 2021**, 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. Thank you for your participation in the EVV program.