

ALTERNATE ELECTRONIC VISIT VERIFICATION (EVV) ATTESTATION

I attest that the alternate EVV system for my organization:

- Meets the Wisconsin alternate EVV business requirements contained in this document.
- Meets the technical specifications document (<https://www.dhs.wisconsin.gov/non-dhs/dms/alternate-evv-technical-specifications.pdf>) found on the DHS alternate EVV webpage.
- Electronically captures all six data elements and requirements as listed in the 21st Century Cures Act.
- Captures and reports to the Sandata aggregator all required elements detailed in the technical specifications.
- Provides a back-up visit collection method when other methods such as a landline phone or cellular service is unavailable (for example, manual visit entry and edits).
- Records all changes to an EVV record and reports it as a manual edit to that record.
- Collects the reason code supporting the manual entry and/or edit. Reason codes must be from the list of reason codes in the Wisconsin technical specifications.
- Maintains an audit trail for all changes to an EVV record.
- Recognizes the same exceptions and utilizes the same criteria to identify the exceptions as the Sandata system, which are detailed in the technical specifications document found on the DHS EVV alternate EVV webpage.
- Uploads all EVV records to the state EVV system daily.
- Assigns a unique identifier for each user. Unique IDs that have been used for any individual, even individuals no longer associated with the organization, cannot be assigned to any other individual.
- Maintains voice or digital signatures, if collected, and will send the information to the Sandata aggregator as indicated in the technical specification documents.
- Restricts access to visit data by provider agency employees and ensures all changes to visits result in an audit trail identifying the employee that made the change.
- Maintains hard copy documentation for any manual capture or correction of EVV data according to applicable retention regulations and policy.
- Makes available the alternate EVV system and its data to any State of Wisconsin or federal agency upon request for audit purposes. Additionally, upon request, the provider agency will submit reports to the requesting State of Wisconsin or federal agency.
- Demonstrates the alternate EVV system's functionality to electronically collect visit data if requested by DHS.

IMPORTANT: The individual signing must be the applicant or legal representative of your organization.

I agree and attest to the above stated language by my signature here:	
SIGNATURE	Date Signed
Print First and Last Name of Individual Providing Signature	
Print Name of Organization	Print MA ID Number

Please Print, Sign, and Return to Sandata:

Email: wialtevv@sandata.com

Fax: 516-882-2161

Mail: 26 Harbor Park Drive, Port Washington, NY 11050, Attention: Wisconsin Alt EVV Tier II Team

For questions specific to the alternate EVV process, use Sandata's dedicated Alternate EVV mailbox, wialtevv@sandata.com, or call 855-705-2407.