



COMMISSIONER  
Jon Weizenbaum

December 17, 2012

To: Community Based Alternatives Providers  
Community Living Assistance and Support Services Providers  
Medically Dependent Children Program Providers  
Primary Home Care Program Providers  
Community Attendant Services Providers  
Family Care Providers  
Consumer Directed Services Agencies

Subject: Information Letter No. 12-89  
Required use of the Electronic Visit Verification (EVV) System in Regions 5 and 6  
Where Participation is Mandatory Effective November 15, 2012

The information contained in this letter is applicable only to providers in Regions 5 and 6 that were placed under the requirement to use the EVV system effective November 15, 2012. The Department of Aging and Disability Services (DADS) has determined for the period November 15, 2012 through January 14, 2013, the agency will accept the use of paper timesheets as a back-up to the use of EVV to document attendant time worked. While DADS expects providers have begun using the EVV system to document service delivery effective November 15, 2012, for the period November 15, 2012 through January 14, 2013 paper timesheets will also be accepted to demonstrate compliance with agency rules and contract provisions. DADS is providing this flexibility to allow providers an opportunity to gain familiarity with the use of the EVV system before being potentially subject to sanctions for being unable to provide required documentation of time worked solely based on records in the EVV system.

While additional flexibility for demonstrating compliance is being provided for this two-month period, providers are strongly encouraged to make diligent efforts to gain proficiency in use of the EVV system. Beginning January 14, 2013, providers placed under EVV requirements effective November 15, 2012, will not be permitted to utilize paper timesheets to document attendant time worked or to support billing activity for attendant services.

Earlier references to EVV as a "pilot" refer to EVV's phased introduction across the state and should not be construed as meaning provider use of the EVV system is voluntary after any date for which DADS has stipulated provider participation is mandatory in a region. For additional information on the EVV system and requirements, please refer to the DADS EVV website at [www.dads.state.tx.us/evv/](http://www.dads.state.tx.us/evv/) including Information letters 11-50, 11-115 and 11-126.

Sincerely,

*[signature on file]*

William Campbell  
Manager  
Community Services Contracts

WC:tp

701 W. 51st St. ★ P.O. Box 149030 Austin, Texas 78714-9030 ★ (512) 438-3011 ★ [www.dads.state.tx.us](http://www.dads.state.tx.us)

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