Learning Management System (LMS)

Course Overview

This course provides a review of LMS.

Who should take this course?

- Provider Administrators or Individual Providers who have completed their self-registration with CalEVV **and** need to complete their required LMS training to access their CalEVV credentials.

CalEVV Program Overview

CalEVV supports Personal Care Services (PCS) and Home Health Care Services (HHCS) under the following California state departments:

- Department of Developmental Services (DDS)
- Department of Health Care Services (DHCS)
- California Department of Public Health (CDPH)
- California Department of Aging (CDA)
- California Department of Social Services (CDSS)

Key Terminology

CalEVV – State supplied EVV solution which is free of charge.

Alternate EVV – A third party company software application that collects and sends EVV data on behalf of provider agencies.

CalEVV Aggregator – Web-based (read-only) portal that enables authorized users to view stored electronic visit data.

CalEVV ID – Number that is generated when the administrator completes the self-registration process unique to that provider agency.

Jurisdictional Entities (JE)

Local organizations that authorize and pay providers for services and provide oversight of service delivery. They include:

- Home and Community-Based Alternatives (HCBA) Waiver Agencies
- Managed Care Plans (MCP)
- California Children's Services (CCS) Counties
- Regional Centers (RCs)
- Multipurpose Senior Services Program (MSSP) Sites
- Medi-Cal Waiver Program (MCWP) Agencies
- County In-Home Supportive Services (IHSS)

Key Terminology

Provider Agency / Provider – The employer of the staff providing the direct services. Provider agencies contract with local jurisdictional entities to provide services to clients/ recipients/ beneficiaries/members/participants.

Required Training – LMS Training

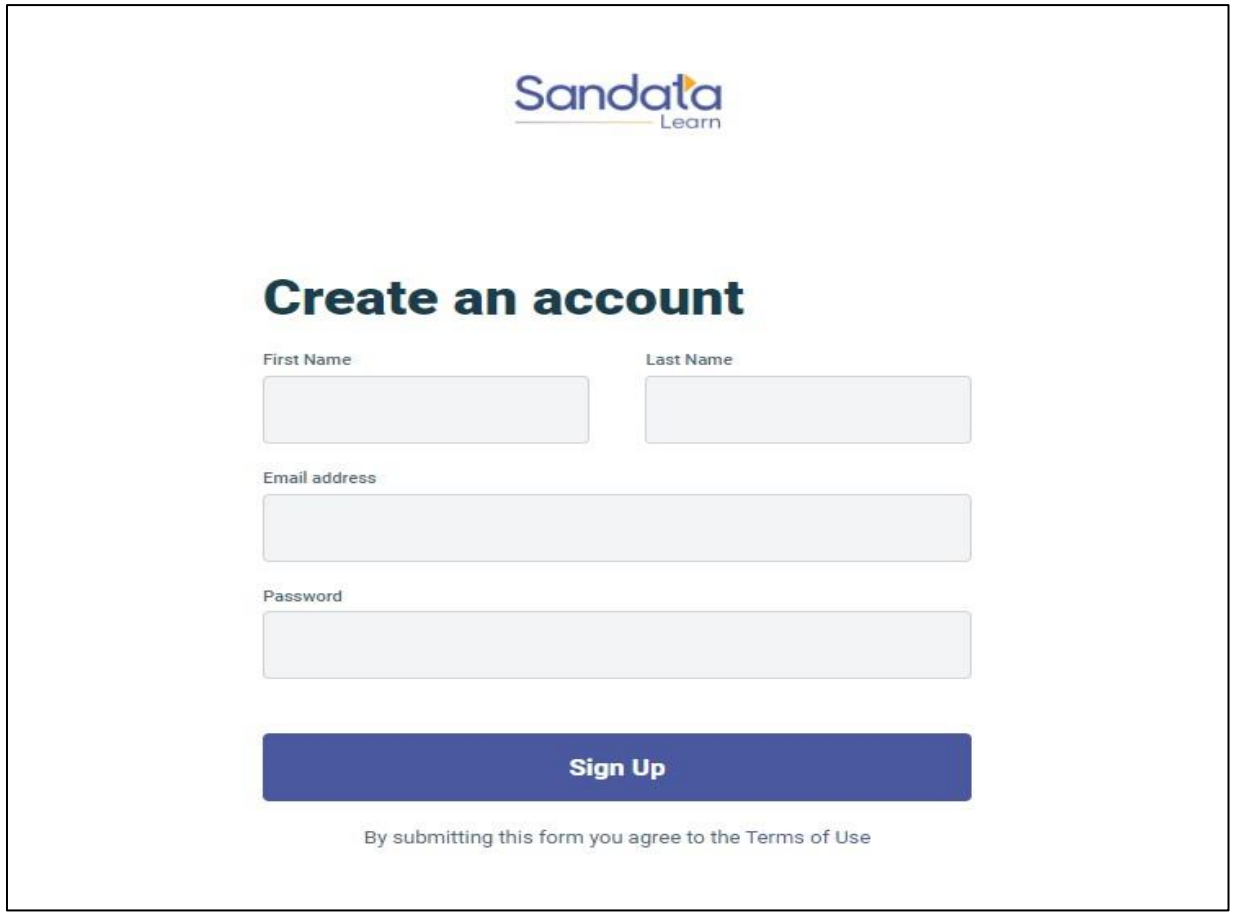
CalEVV Provider Registration Confirmation Email contains the links to the LMS course(s)

TWO (2) LMS courses are required for providers intending to use CalEVV

ONE (1) LMS course is required for providers intending to use an alternate EVV system.

Registration Steps for LMS

1. Once you complete the provider self-registration form online, you will receive an email from donotreply@sandata.com with your CalEVV ID and link to the LMS.
2. Click on the link inside the email to open the LMS in a web browser.
3. Complete the ‘Create an Account’ form by entering the following:
    1. First Name
    2. Last Name
    3. Email address
    4. Password of your choice.
4. Click ‘Sign Up’ to continue.



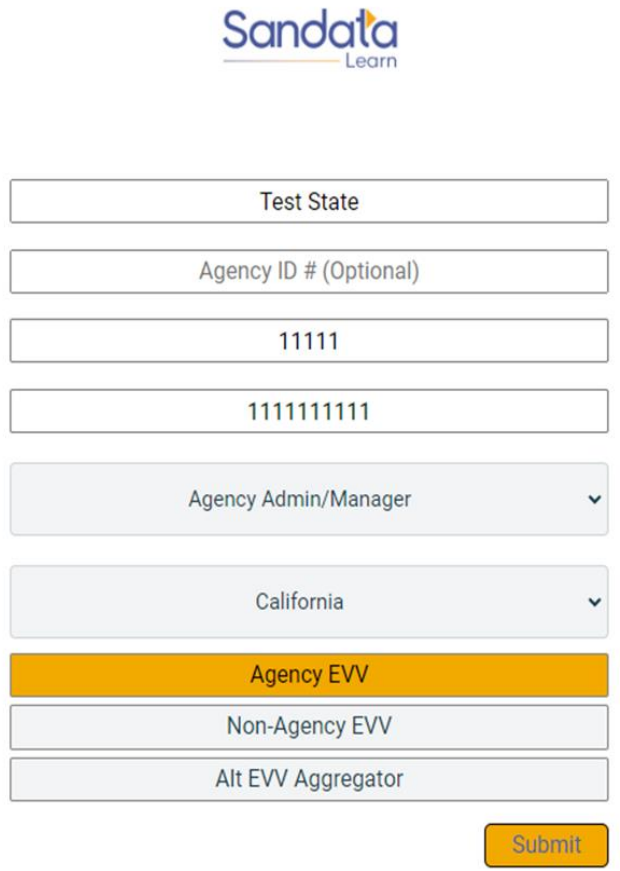
Registration Steps for LMS

To complete your LMS account, you must complete the **registration form:**

1. **Agency Name** – Enter the name of the provider agency or the name of the individual provider.
2. **Agency ID** – This is an optional field.
3. **Medicaid ID** – Enter your ‘CalEVV ID’ which was sent via email.
4. **Provider ID** – Enter your NPI or Vendor ID.
5. **Select a Role** – Select ‘EVV Agency Admin/Manager’ from the dropdown.
6. **Select a State** – Select California from the dropdown.

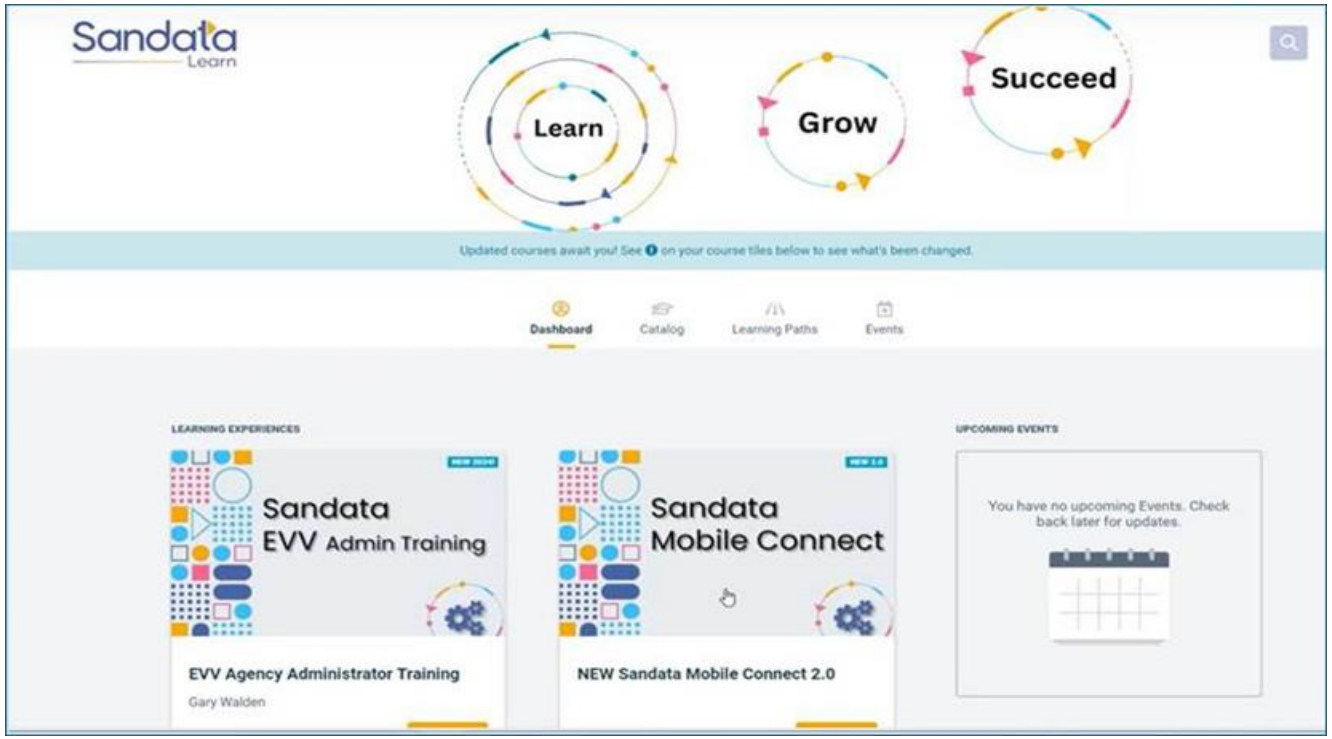
Registration Steps for LMS

7. Select your agency type from one of the following options:
   - **Agency EVV** – Select this option if you work for a provider agency who intends to use CalEVV.
   - **Non-Agency EVV** – Select this option if you are an individual provider who intends to use CalEVV.
   - **Alternate EVV** – Select this option if you are a provider agency or individual provider who intends on using an alternate EVV collection system.
8. Click ‘Submit.’



Recap: Registration Steps for LMS

- Create your account.
- Complete the required LMS training course(s).
- Receive an email that you have been awarded a certificate of completion from do-not-reply@etractonline.net within 24 to 48 hours after completing the course(s).
- For more information regarding accessing your credentials, refer to the Welcome Kit.



Technical Support

Phone:
855-943-6069

Email:
CACustomerCare@sandata.com

Required information when contacting Customer Care:

- Agency Name
- CalEVV ID

CalEVV
CALIFORNIA ELECTRONIC VISIT VERIFICATION

Thank You

CDSS CALIFORNIA DEPARTMENT OF SOCIAL SERVICES
TSI
California Department of Public Health
DHCS CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES
California Department of AGING
DDS