AHCA Behavior Analysis

Electronic Visit Verification

EVV Orientation #2 Behavior Analysis
Registering Your Agency with Tellus

Powered By TELLUS

Agenda

1. Who is Tellus
2. What is EVV – Brief Review
3. Who Needs to Register
4. When Registration is Available
5. Registration Process
6. Key Dates
7. Next Steps
8. Need Help?

About Tellus

A leading software technology company providing Electronic Visit Verification (EVV) technology for Medicaid health care services

What is EVV?

Technology system required by Florida's Agency for Health Care Administration (AHCA) for Behavior Analysis beginning 9/1/2019:

- **Accurately verifies visit activity** and services delivered.
- **Provides transparency** via real-time data to improve client outcomes, operational efficiencies, and program integrity.
- **Reduces Medicaid fraud, waste and abuse.**
- Helps ensure approved services are **provided on time.**

AHCA Florida

- The EVV system must provide the following information:
  - —Date of service
  - —Location of service
  - —Name of individual providing service
  - —Type of service
  - —Individual receiving service
  - —Time the service begins and ends
- Pilot will be implemented by 9/1/2019 for recipients with a home address in three pilot regions (9,10,11) for reimbursement of Behavior Analysis services (see service code list) in the counties of Miami-Dade, Monroe, Broward, Indian River, Okeechobee, St. Lucie, Martin and Palm Beach

Benefits of EVV

Reduced Fraud, Waste, and Abuse

Greater Transparency

Improved Care Outcomes

What is EVV?

- EVV is a technology that electronically verifies when and where care is rendered.
- The **free application** is enabled with Global Positioning System (GPS) technology.
  - GPS coordinates are recorded only at the start time of a visit (check in) and end time of a visit (check out) – the provider's movements are not tracked.
  - GPS uses satellite technology and does not rely on cell or Wi-Fi service availability.
  - The EVV system works in an offline mode, allowing check in and check out data (which is encrypted) to be transmitted once the smart-device is back in cellular or Wi-Fi range.
- EVV requires the rendering provider to check in and check out using a **smartphone application/tablet** each time a visit begins and ends. (If you primarily deliver services within a Center setting, the System Administrator may administer the check in and check out process via pc/laptop.)
- The EVV system **links the electronic record** of provider check in and check out with the prior authorization details for claim submission – ensuring submitted claim information is valid and matches the prior authorization information.

Processing Timelines & Controls

The Tellus **system creates the claim,** the provider remediates the claim if necessary, and marks the claim for submission.

The Tellus system transmits the claim to FMMIS for adjudication and payment.

The payment cycle remains the same as it is today.

Service Codes included in Pilot:

HCPCS	Mod I	Mod II	Description
H2012	BA		Behavior Analysis - Assistant Behavior Analyst
H2014	BA		Behavior Analysis - Technician
H2014	BA	GK	Behavior Analysis – Group (up to 6)
H2019	BA		Behavior Analysis – Lead Analyst

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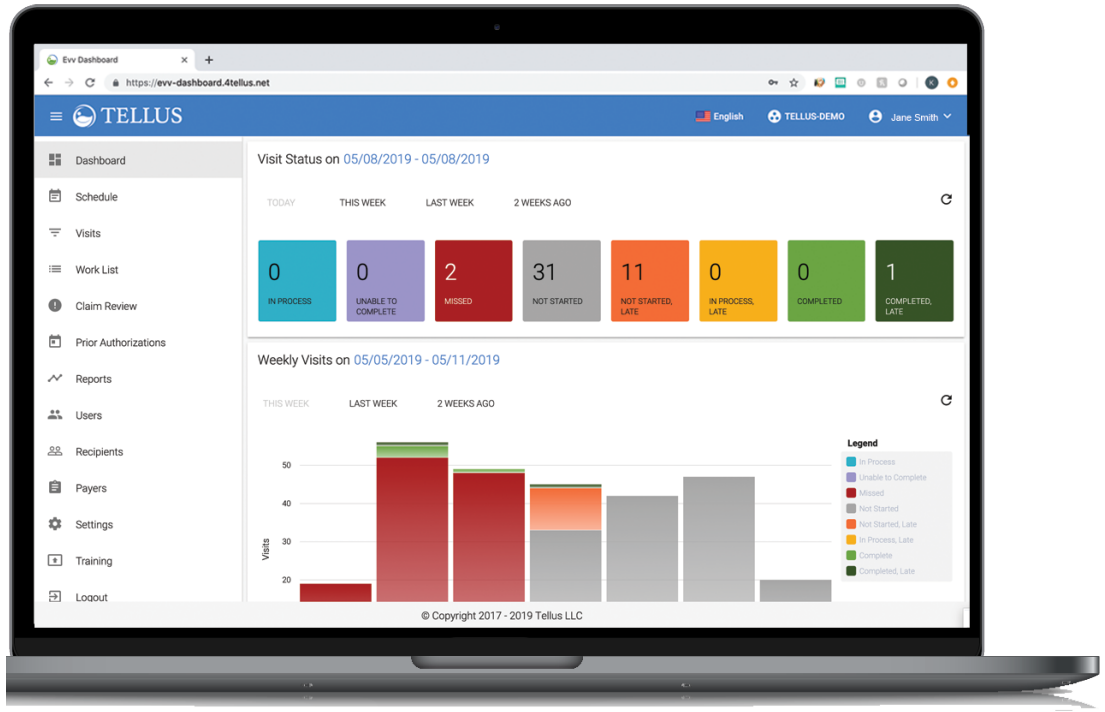
Who Needs to Register their Agency?

- **One** initial System Administrator per Agency.
  - Once the initial System Administrator is registered, this person will invite others in their Agency to set up their user names and passwords, so individual providers/users of the system via an Agency will NOT need to register on their own.
- **Lead Analysts** who submit their own claims directly for payment must also register as a System Administrator.

Registration Process - Overview



Registration available 7/15/2019

1) **Choose an initial EVV System Administrator** to register the Agency (Lead Analysts submitting their own claims must register to gain system access).
2) Initial System Administrator and/or Lead Analyst will complete the "Let's Get Started" form @ **https://4tellus.com/ahca-ba** which will create an initial company profile.
3) System Administrator/Lead Analyst will receive User Name and will create password.
4) System Administrator/Lead Analyst will Log In to Tellus

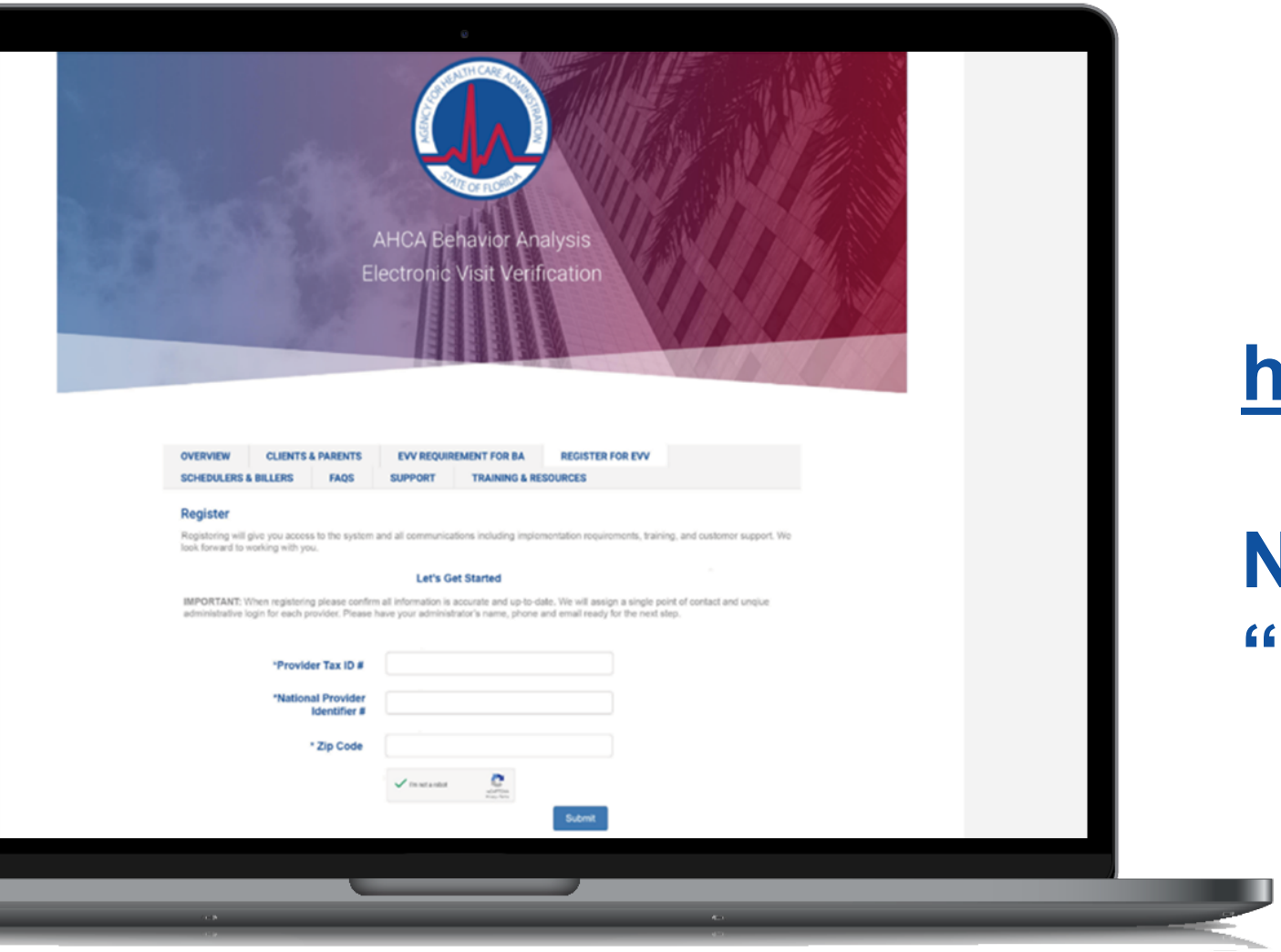
LATER

(training will occur separately during the **Administrator Console and Scheduler** session):

System Administrator will link the Providers (Users) to their Agency, either manually or by uploading a list to Tellus.

Providers (Users) will then receive User Name and will create their passwords.

Let’s Get Started Form @ https://4tellus.com/ahca-ba



https://4tellus.com/ahca-ba

Navigate to the “Register for EVV” tab.

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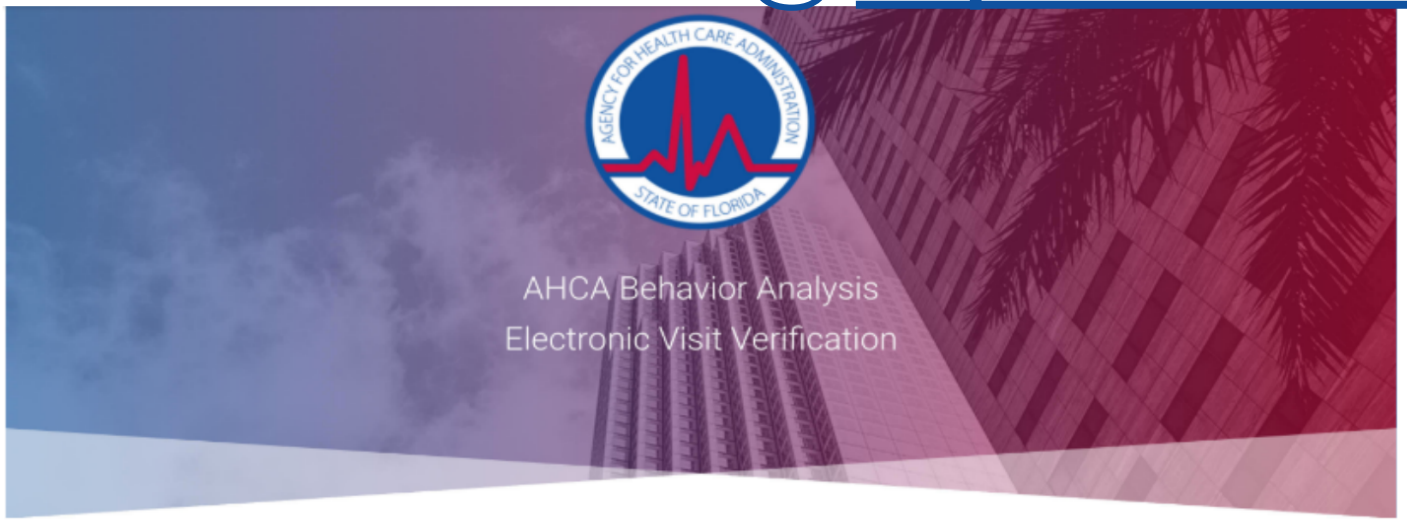
Let's Get Started Form @ https://4tellus.com/ahca-ba



OVERVIEW | CLIENTS & PARENTS | EVV REQUIREMENT FOR BA | REGISTER FOR EVV
SCHEDULERS & BILLERS | FAQS | SUPPORT | TRAINING & RESOURCES

Register

Registering will give you access to the system and all communications including implementation requirements, training, and customer support. We look forward to working with you.

Let's Get Started

IMPORTANT: When registering please confirm all information is accurate and up-to-date. We will assign a single point of contact and unqiue administrative login for each provider. Please have your administrator's name, phone and email ready for the next step.

*Provider Tax ID #

*National Provider Identifier #

* Zip Code

I'm not a robot

Submit

To register, the System Administrator must enter the requested information and then press "Submit".

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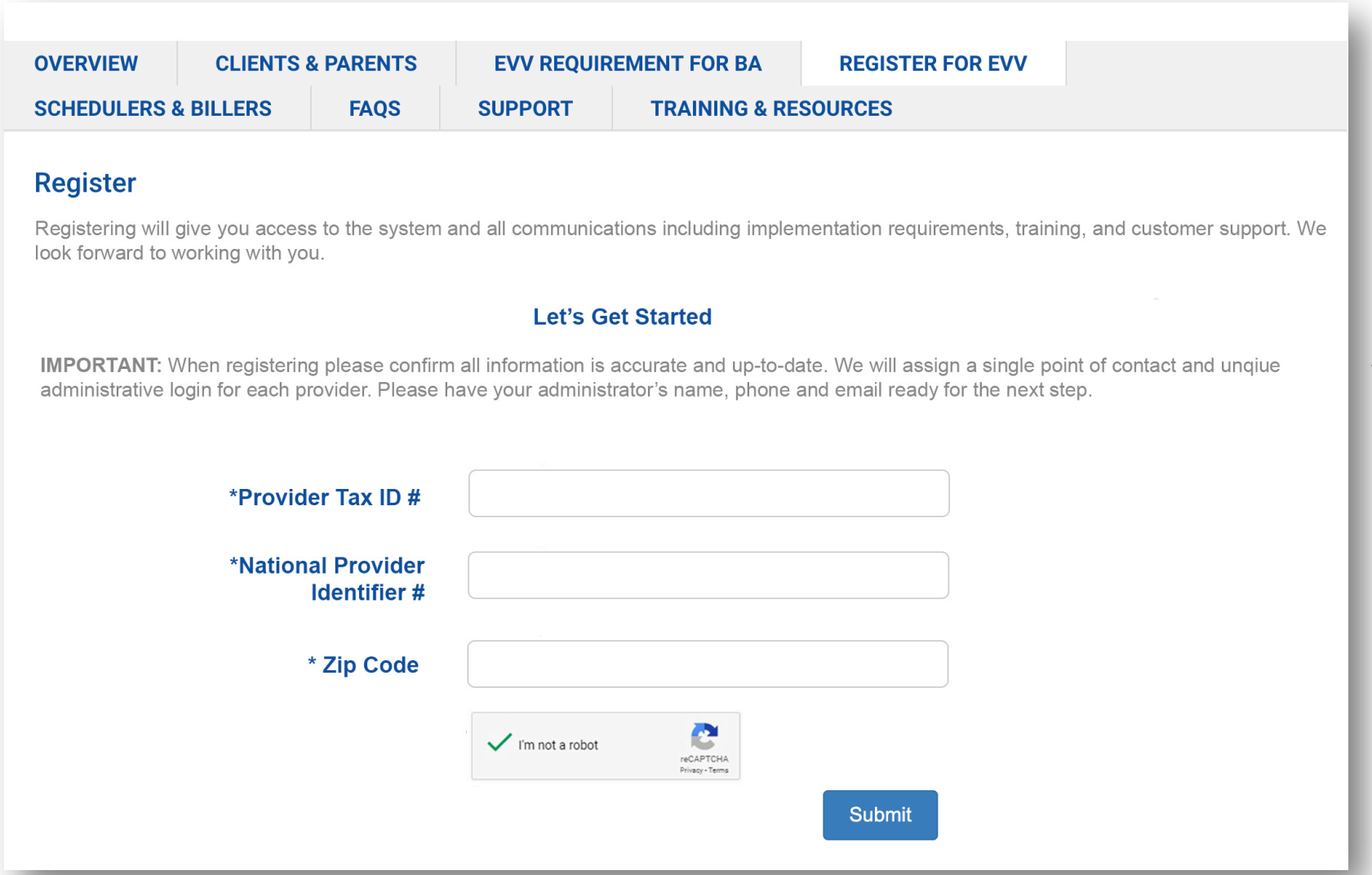
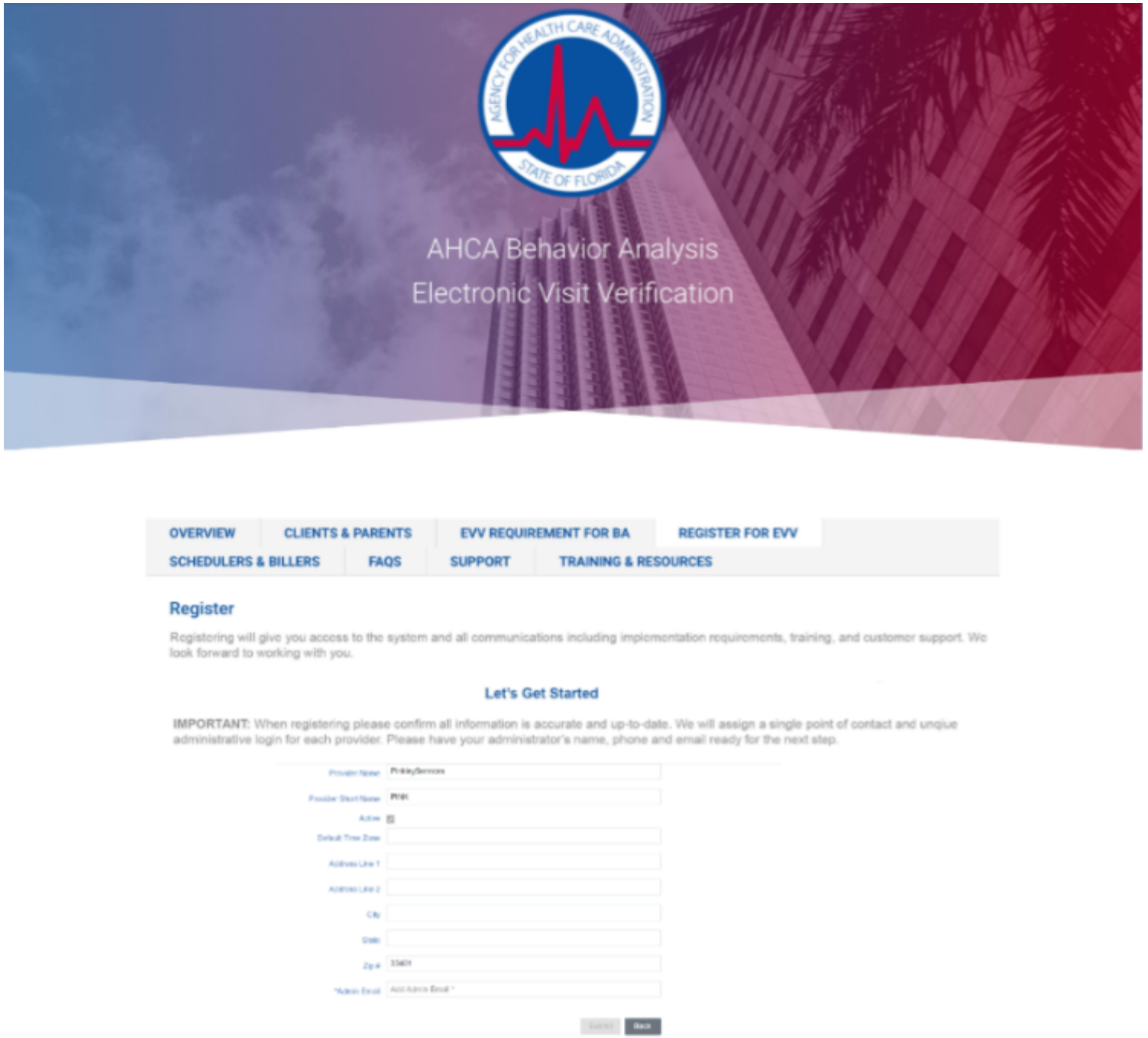
Let's Get Started Form @ https://4tellus.com/ahca-ba



To register, the System Administrator must enter the requested information and then press "Submit".



Once “Submit” has been pressed, this second registration page will appear.

ACTION: Please enter the additional fields requested then press “Submit”.

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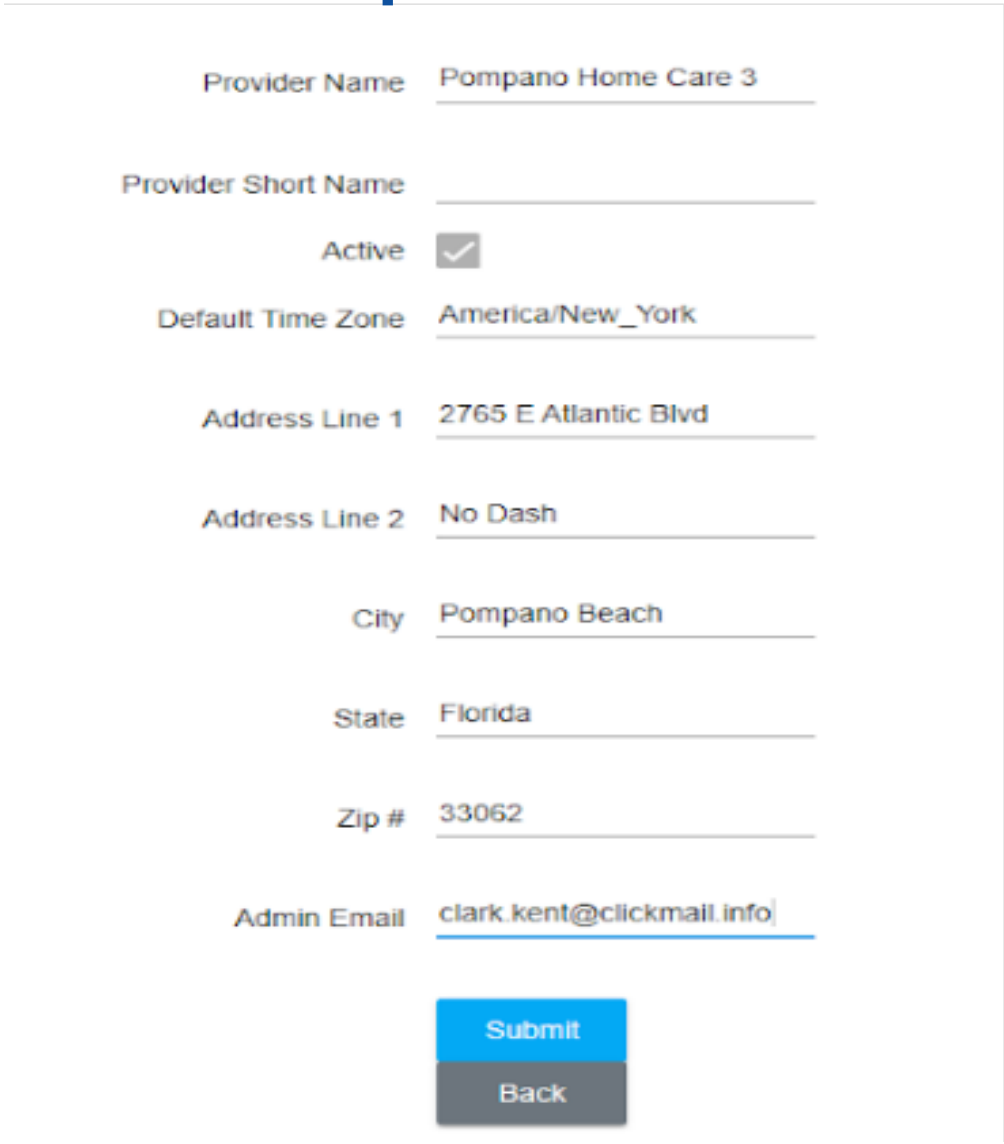
Example of Completed Information



ACTION: Please enter the additional fields requested then press “Submit”.

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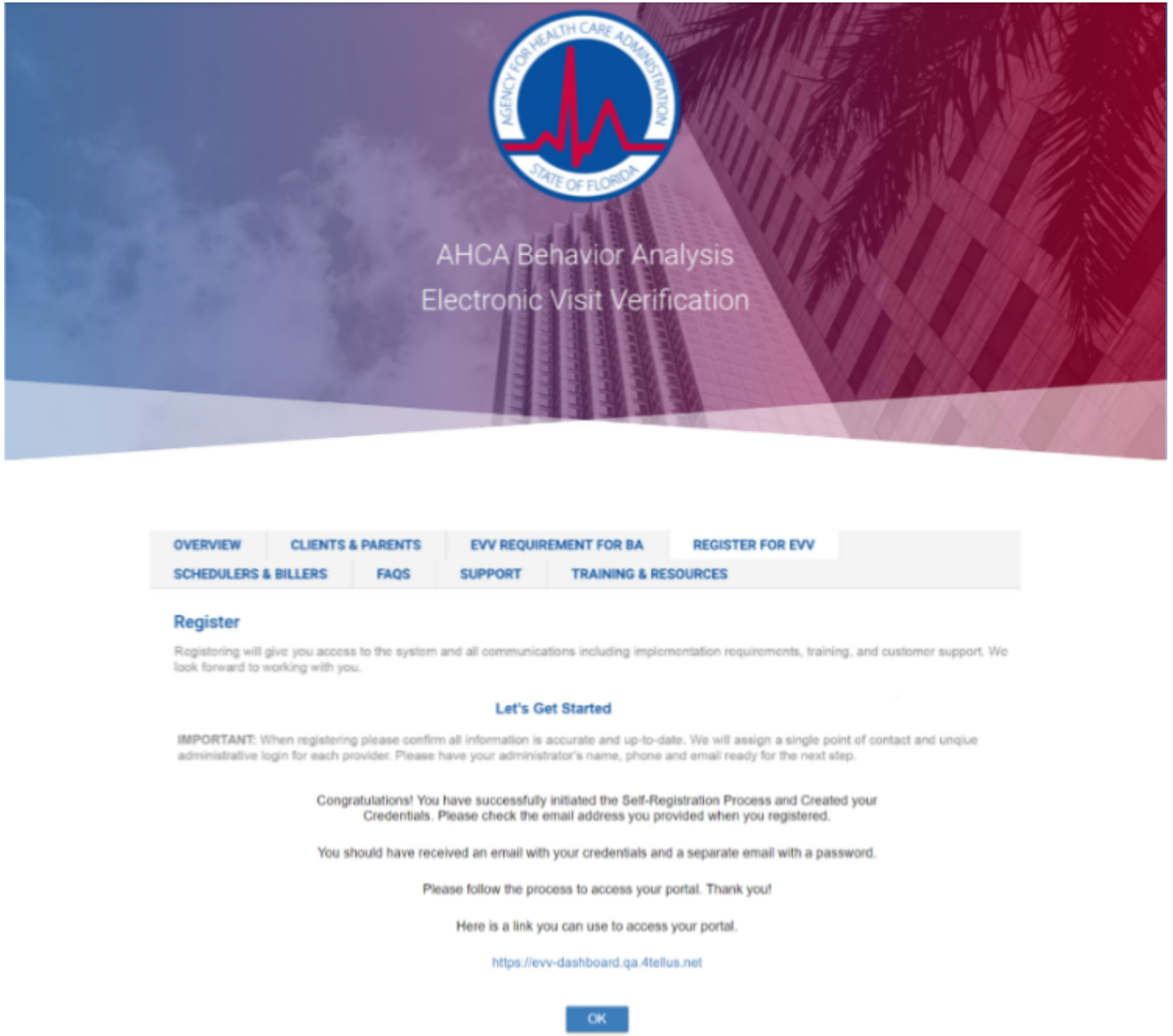

Example Confirmation Page = registration has initiated successfully.

ACTION: Immediately check for 2 emails:

- verification of email address
- initial/system generated password that must be changed

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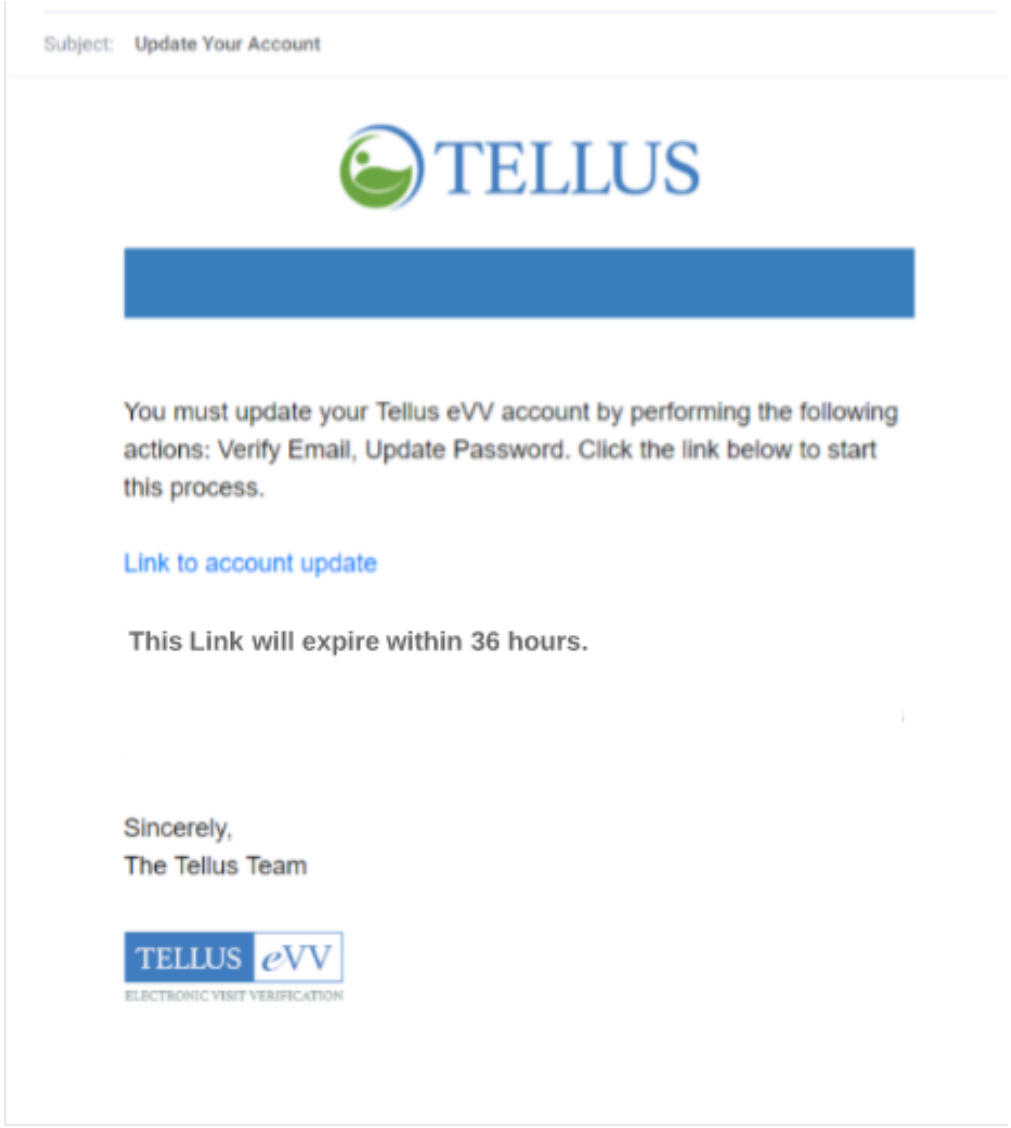
First Email Will Be Received:



Subject: **Update Your Account**

TELLUS

You must update your Tellus eVV account by performing the following actions: Verify Email, Update Password. Click the link below to start this process.

Link to account update

This Link will expire within 36 hours.

Sincerely,
The Tellus Team

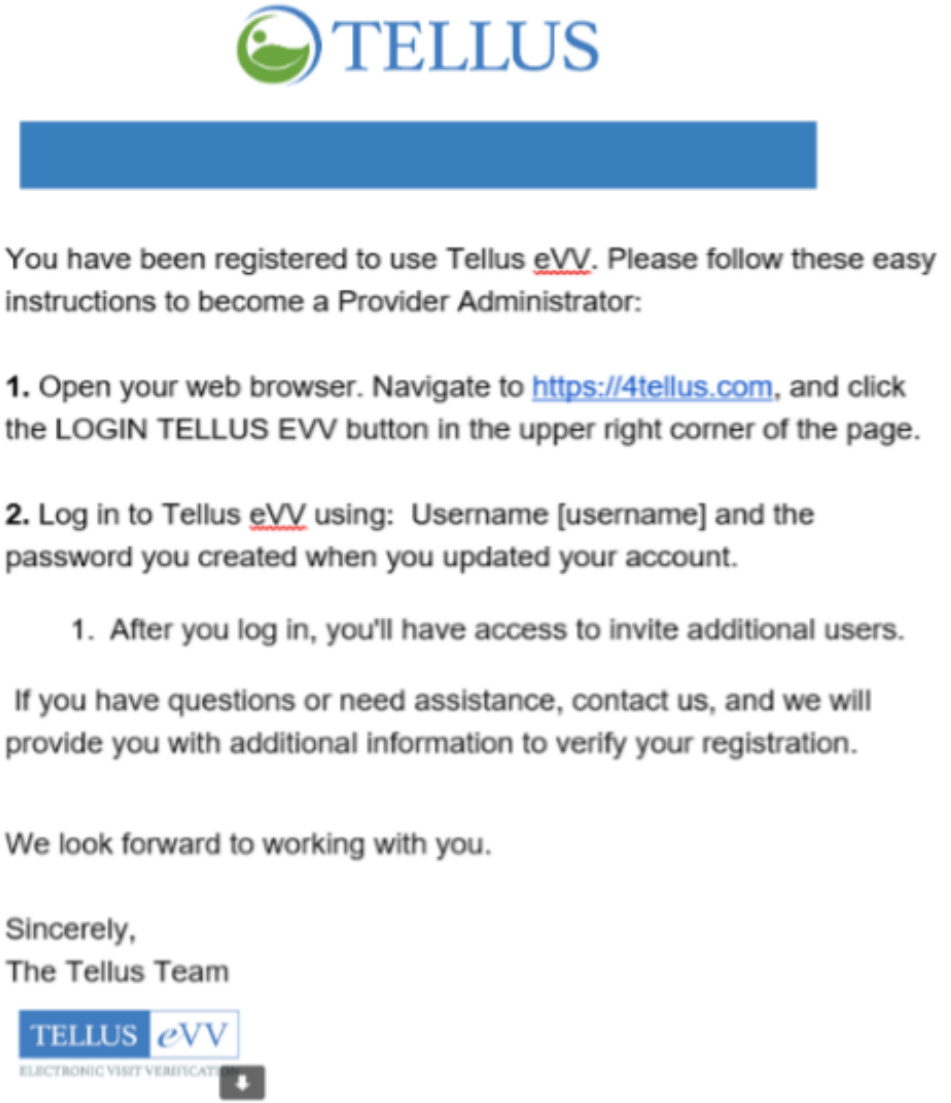
TELLUS eVV
ELECTRONIC VISIT VERIFICATION

ACTION: Click the provided link to verify email and update password.

NOTES:
-the email link is only effective for 36 hours.

- Ensure any pop-up blockers are turned off.

Confirmation Email Will Be Received:



TELLUS

You have been registered to use Tellus eVV. Please follow these easy instructions to become a Provider Administrator:

1. Open your web browser. Navigate to https://4tellus.com, and click the LOGIN TELLUS EVV button in the upper right corner of the page.

2. Log in to Tellus eVV using: Username [username] and the password you created when you updated your account.

1. After you log in, you'll have access to invite additional users.

If you have questions or need assistance, contact us, and we will provide you with additional information to verify your registration.

We look forward to working with you.

Sincerely,
The Tellus Team

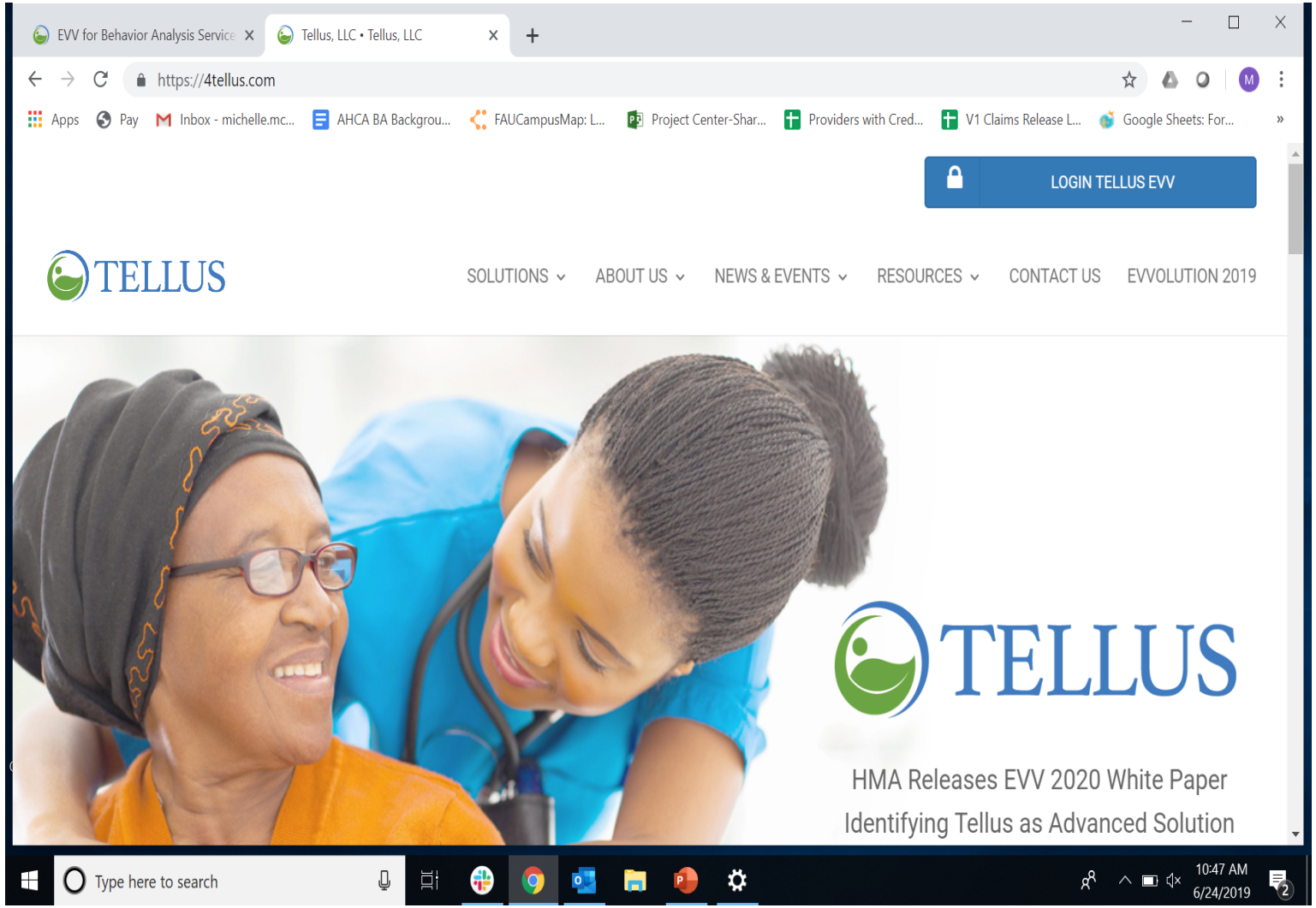
TELLUS eVV
ELECTRONIC VISIT VERIFICATION

Example: Confirmation email that will be received.

ACTION:

- Make note of the User Name and Password.
- Navigate to the Tellus website and log in.

Log In to Tellus @ 4tellus.com:



ACTION:

- Navigate to the Tellus website and log in with your newly created user name and password.

- You have now confirmed that your Agency has registered with Tellus for the AHCA BA EVV program.

User File Upload Process-More to Come

- The process to add Users/Providers for your Agency will be reviewed in depth during **Administrator Console and Scheduling** sessions offered in July/August.
  - If you have less than 25 BA Providers in your Agency, you may choose to upload them manually in the Tellus eVV System.
  - If you have 25 or more BA Providers in your Agency, you may choose to upload them all at once by uploading a .csv file into the Tellus eVV System portal.

What if Issues Occur During Registration?

1) Confirm that no one else from your Agency has already registered.
2) Have information about your Agency handy:
   - Agency Name
   - Agency Billing Address
   - Agency Tax ID #
   - Agency NPI #
   - System Administrator's email address and contact phone number
3) Contact Tellus for further assistance:

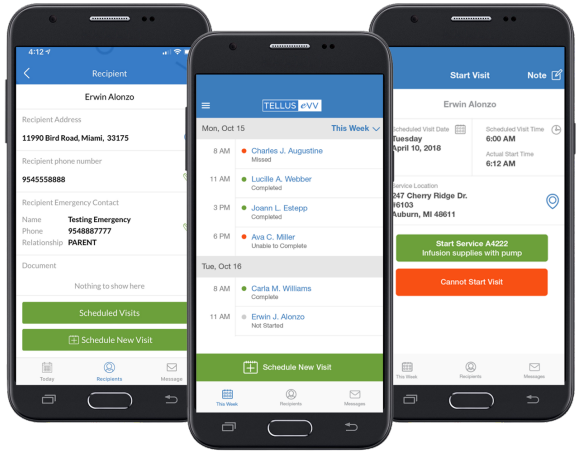
1-833-622-2422 (1-833-6BA-AHCA) or ahcabaevv@4tellus.com

The Timeline for EVV

- ✓ Learn about EVV in May Orientation Session – EVV Overview (materials on website)
- ✓ Attend a June Orientation Session – How to Register Your Agency with Tellus.
  - Session designed for initial System Administrator, one from each agency AND Lead Analysts that submit their own claims.
- **Enroll in training** sessions for July/August.
  - **System Administrators / Lead Analysts to enroll in training** sessions for July/August.
    - **Tellus eVV Administrator Console and Scheduler (90 minutes)**
    - **Tellus eVV Claims Console (60 minutes)**
  - Providers **(Users) to enroll in training** session during July/August.
    - **Tellus eVV Mobile Application (60 minutes)**
- **System Administrators register with Tellus starting 07/15/2019**
  - **This registration process is what you learned today in this session.**
- Once System Administrators learn how to add users, **users will be invited** to the Tellus System (via emails created through the add-a-user process)
  - **Administrator Console and Scheduler** is the session to attend to learn how to add users.
- **System Administrators can begin to schedule visits** starting on 8/1/2019 via the EVV System Administrator Console in advance of services to be delivered on or after 9/1/2019.

The Tellus eVV Platform

CAPTURE



Point of Care check in, check off & check out.

MANAGE

Real-time workforce management.

PROCESS

Visit Verification, Data Aggregation & Fraud-Waste-Abuse Business Integration.

A comprehensive, yet flexible, platform to **improve care, drive efficiency** and **speed reimbursements.**

Next Steps

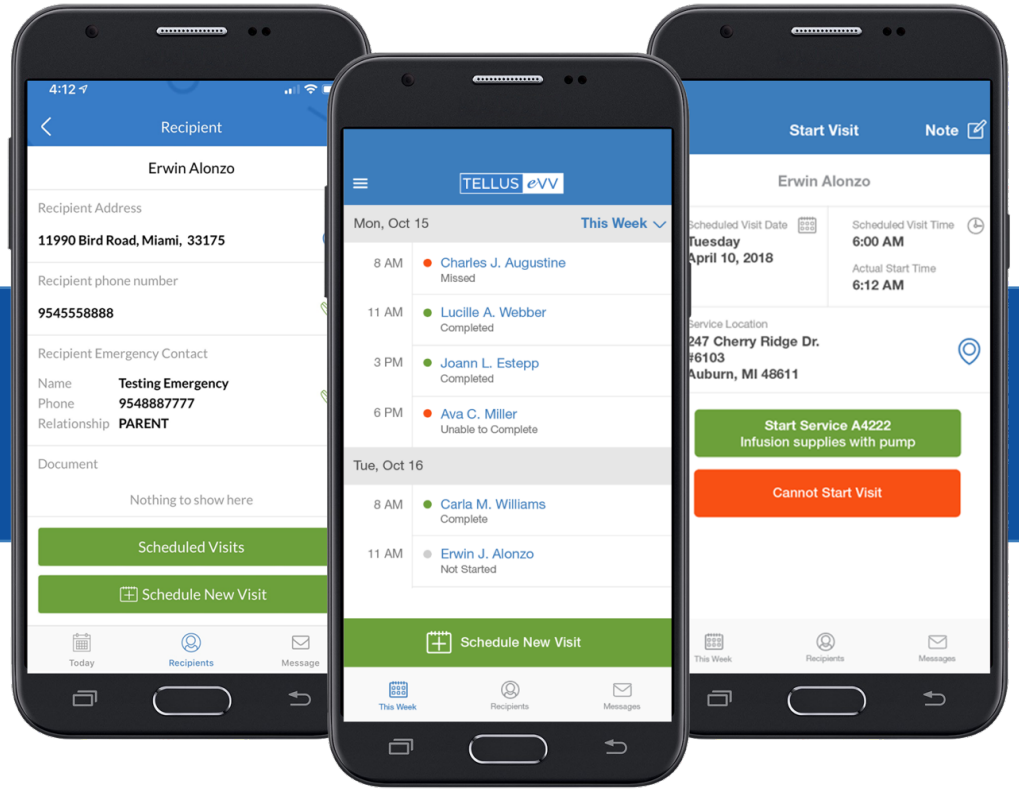
- **Set aside time** in July or August to attend training.
  - **System Administrators / Lead Analysts enroll in/attend training** during July/August:
    - **Tellus eVV Administrator Console and Scheduler** (****register and complete this session first)
    - **Tellus eVV Claims Console**
  - Providers **(Users) enroll in/attend training** during July/August:
    - **Tellus eVV Mobile Application**

- Enroll in training here: **https://4tellus.com/ahca-ba**
  - **Training/Resources tab**

- **System Administrators register with Tellus starting 07/15/2019**
  - **This registration process is what you learned today in this session.**

- **On or after 8/1/2019, visits can be scheduled for dates of service** 9/1/2019 into the future in advance of 9/1/2019 “go live” date

- **Users to check in/check out using EVV on 9/1/2019.**



Contact Us

ahcabaevv@4tellus.com

1-833-622-2422 (833-6BA-AHCA)

Keep up-to-date on Florida BA EVV Implementation @ https://4tellus.com/ahca-ba

Please complete post-training survey that you will be sent at the conclusion of this webinar today.