

**This quick reference outlines EVV options for your organization based on technology available, unique member needs, employee locations and time capture frequency.**

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- **High Technology EVV Options:** EVV is collected by using a smart phone for hourly services. Useful in areas with few connectivity issues i.e., urban areas.
- **Low Technology EVV Options:** EVV is collected with a phone (landline) or a fob device for hourly services. Useful in remote areas with little or no access to the internet or phone reception.
- **Frequency** – This is set on the employee service account and is specific to the employee, client and service provided.
  - *Clock Out Only* - Requires EVV completion at the commencement of a shift.
  - *Clock In and Out* - Requires EVV completion at the inception and commencement of a shift.
  - *Clock In, Out and Defined Intervals During Shift* - Requires EVV completion at the inception, commencement, and specified intervals throughout the shift. (I.e., If the interval is set to 60 minutes, EVV will be requested every hour for the duration of the shift until clock out.)

EVV Method	Definition	Technology
Picture (Optionally - Facial Recognition)	<ul style="list-style-type: none"> <li>The employee captures a real-time photo of client during a shift</li> <li>The images are stored in the cloud only and is NEVER stored on the device.</li> <li>Artificial intelligence is used to compare the client's image in DCI to the image collected during the shift</li> <li>After the images are compared, a percentage match is calculated. If that number meets or exceeds the organizations' specified passing threshold, the EVV will be automatically approved.</li> </ul>	High Tech Option
Pin or Password	<ul style="list-style-type: none"> <li>The client enters their personal DCI pin or password into the employee's mobile device</li> <li>This option is verified immediately after hitting the 'Submit' button</li> <li>If the password is entered incorrectly three times, another high-tech EVV method will be required</li> </ul>	High Tech Option
Signature	<ul style="list-style-type: none"> <li>The client signs with the pad of their finger on the employee's mobile device</li> <li>The signature can be compared to a signature the organization has stored on the client's profile</li> </ul>	High Tech Option
Voice	<ul style="list-style-type: none"> <li>The client's voice will be recorded stating organization phrase into the employee's mobile device</li> <li>Manual organization signoff</li> </ul>	High Tech Option
Portal Signoff	<ul style="list-style-type: none"> <li>Client not required to complete signoff immediately</li> <li>Client will be prompted to sign off in their portal or mobile app for punch</li> </ul>	Low Tech Option
Phone (Landline)	<ul style="list-style-type: none"> <li>Requires the employee to call an 800 number at the beginning of their shift from the phone number listed on the clients DCI profile</li> <li>The phone number will be verified and linked to the client</li> <li>Then, the employee will be walked through a series of prompts to complete the clock in process</li> <li>The same procedure is completed during the clock out process</li> </ul>	Low Tech Option
FOB	<ul style="list-style-type: none"> <li>Requires the use of a device (fob) that is registered to a specific client</li> <li>The device (fob) will generate a six-digit code that is directly correlated to a particular date and time</li> <li>The data is recorded and entered into the mobile app during clock in/out or in the web portal after the shift is completed</li> <li>The employee will login to DCI, create a punch entry and enter the data that was collected from the device (fob)</li> <li>The organization will specify a deviation threshold for entries into the web portal, if the device (fob) codes exceed the threshold, the punch entry will not allow the employee to save and provide an error message detailing the insufficient data.</li> </ul>	Low Tech Option