**Electronic Visit Verification (EVV) Rounding Table**

The ForwardHealth Units of Service table is an established WI Medicaid rounding guideline created for Personal Care services. These same rounding rules are now being applied to all EVV services including Supportive Home Care. An example is included in the [Electronic Visit Verification (EVV) Billing Facts](https://www.wpshealth.com/resources/files/36499_electronic-visit-verification-provider-billing-facts.pdf) reference shown below.



To assist with determining units for completed EVV visits and the conversion to billable units, an expanded rounding table has been created for visit durations that total more than 127 minutes. [EVV Rounding Table .xlsx](https://cccw.sharepoint.com/%3Ax%3A/s/AuthorizationandClaimsSupportResources/EQTS6wdLXj1FqMkMROstSzcBGKXl2g8D_j4pjyLJ4vCFBQ?e=ZDmaHb)

 **\*\*** EVV visit billable units are based on an employee’s check ins and check outs per date of service as reported in the Sandata system.  Therefore, it is important to note that claims denied for EVV-related reasons are **not** related to the amount of approved services/units as shown on your Inclusa authorization.  Because of this, a request for more units to be added to the auth for EVV reasons, will not resolve any EVV claim denials. Requests for more units should be related to a member service need and would be requested from the member’s Care Managers.

**Using the Rounding Table for Electronic Visit Verification (EVV)**

Examples shown below are for a single visit key, multiple visit keys, and overnight visits.

**Single Visit Key**



1. Visit Key duration for 11:00 AM – 2:00 PM = 3 hours
2. Total hours for date of service 5/3/2023 = 3 hours
3. 3 hours x 60 = 180 minutes (one hour = 60 minutes)
4. 180 minutes = 12 billable units per the rounding table



**Multiple Visit Keys**



1. Visit Key duration for 7:00 AM – 10:00 AM = 3 hours
2. Visit Key duration for 3:00 PM – 8:30 PM = 5 hours and 30 minutes
3. Total hours for date of service 5/3/2023 = 8 hours and 30 minutes
4. Calculate the hours first: 8 hours x 60 = 480 minutes (one hour = 60 minutes)
5. Add the remaining 30 minutes (30 + 480) = 510 minutes
6. 510 total accumulated minutes = 34 billable units per the rounding table



**Overnight Visits**

Visits for overnight must be split into total accumulated units for each date of service. The example below is for 8/20/2023 and 8/21/2023. Subsequent overnight visits would be calculated the same.





**8/20/2023 Visit:**

1. Total hours for 8/20/2023 – 8:44 PM – 11:59 PM = 3 hours and 15 minutes
2. Calculation the hours first: 3 hours x 60 = 180 minutes (one hour = 60 minutes)
3. Add the remaining 15 minutes (15 + 180) = 195 minutes
4. 195 total accumulated minutes for 8/20/2023 = 13 billable units per the rounding table





**8/21/2023:**

1. Total hours from the 8/21/2023 Visit Key: 8:45 PM – 11:59 PM = 3 hours and 14 minutes
2. Total hours for 8/21/2023 from the 8/20/2023 Visit Key: 12:00 AM – 4:55 AM = 4 hours and 55 minutes
3. Total hours for date of service 8/21/2023 = 8 hours and 9 minutes
4. Calculate the hours first: 8 hours x 60 = 480 minutes (one hour = 60 minutes)
5. Add the remaining 9 minutes (9 + 480) = 489 minutes
6. 489 total accumulated minutes for 8/21/2023 = 33 billable units

