Electronic Visit Verification Getting Started Workflow

Intended Audience: Providers using the state EVV solution. For more information please visit: **ODM EVV Website**.
Effective 7/3/2024 | Updated 7/9/2024

Ohio Department of Medicaid

START - Step 1
Apply in the ODM Provider Network Management Module (PNM).

Step 2
Complete EVV training. Log into Sandata Learn

Step 3
Download EVV training certificate and upload to PNM.

Step 4
Review email from ODM EVV that contains provider Medicaid ID number.

Step 5
Create an account in the Sandata Provider Registration Portal.

Step 6
Log in to eTRAC and download your EVV Welcome Kit and view your login credentials for the EVV portal.

Step 7
Log in to the EVV portal via OH|ID single sign-on (SSO)

Step 8
Determine which method of data capture you will use:
- Mobile app (MVV)*
- Telephony
- Manual visit entry**

Step 9
Enter recipient (client/member) information into the EVV portal.

Are you an agency or non-agency provider?

Agency Providers

Non-Agency Providers

Step 10
Enter employee information into the EVV portal.

Step 11
Train employees on how to capture visits.

Final Step
Start logging EVV visits.

*The mobile app is the ODM-preferred method of visit capture.

**Manual visit entry can only be used when a device app or telephony is not available or appropriate for the member's needs.