



September 29, 2023

Attention Private Duty Nursing/Personal Care and Home Health Providers:

As a follow up to our initial letter posted on June 6, 2023, on behalf of the Mississippi Division of Medicaid (DOM), we are excited to share that the new upgraded Electronic Visit Verification (EVV) system is currently live as implemented by our partners, FEI Systems (FEI) and HHAExchange (HHAX).

Onboarding for State Plan Private Duty Nursing/Personal Care and Home Health providers is now underway.

Actions Needed:

- **Complete the Mississippi Medicaid - Provider Set Up Form no later than October 25, 2023**
To complete your portal configuration, you are required to complete the [“Mississippi Medicaid – Provider Set Up Form”](#). The information provided through the Provider Set Up Form is critical to configure your EVV Portal. Be sure that information provided is accurate and complete. Here are few other things to keep in mind:
 - Provider Set Up Forms should be submitted under the Tax ID currently in MESA.
 - The Administrator who fills out the Provider Set Up Form will be the recipient of your agency’s Learning Management System Credentials and Provider Portal Credentials. Please note that both sets of credentials are sent separately. There is a single shared set of LMS credentials. For the Provider Portal, the administrator will be responsible for setting up additional users.
 - Communications will be sent to providers via email. Please review that you are entering an updated and working email address and review your security settings to allow emails from newsletters@hhaexchange.com.

After you’ve completed the “Mississippi Medicaid - Provider Set Up Form”, the project team will provide resources to prepare for the EVV Portal Phase II Go Live date, including training, documentation, and more. It will take about seven (7) to ten (10) business days to have all of your portal components established after completion of the form. It takes no more than 10 minutes to complete and can be found here:

info.hhaexchange.com/msprovidersetupform

- **Register Today for an EVV Information Session**
A series of online webinars will be hosted starting in October 2023. Attendees will experience a live demo of the EVV Portal, hear from project staff, and get questions answered live by the team. To register for an EVV Information Session, visit:

info.hhaexchange.com/msinfosession

DOM thanks you in advance for your active and timely participation in this transition. If you have questions regarding timeline or services that are in scope, visit the Mississippi EVV Implementation Information Center Page at <https://www.hhaexchange.com/info-hub/Mississippi> or contact us at evv@medicaid.ms.gov.