

8/4/22

## Electronic Visit Verification (EVV) Memo Field Requirements

All Developmental Disability (DD) EVV records require a visit memo field note. The memo field is equivalent to the progress note.

The visit memo field should contain a detailed description of the individual's activities and how the individual was supported during the delivery of the service same as any progress note.

Maximum length of visit memo field is 1,024 characters. EVV vendors must shorten any visit memo field documentation that is over 1024 characters before sending to Electronic Aggregator Solution (EAS) (the aggregator). The additional progress note documentation should be available if requested from the EVV vendor or Personal Assistant (PA) provider.

Personal Assistant providers should monitor their contracted EVV vendor to ensure they are meeting all the EVV requirements when sending data to the aggregator including the memo field requirement.

All data points are required and failure to follow these guidelines could result in future visits not being paid.

[Electronic Visit Verification | Missouri Department of Social Services, MO HealthNet Division](#)

[Information for EVV Vendors](#)