

8/16/22

Electronic Visit Verification (EVV) Memo Field Requirements Updated

(changes in italics and bold)

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. ***Providers should enter the complete progress note into their EVV system. Before sending, the EVV vendor must truncate to 1024 characters or less. If the EVV vendor attempts to send a larger memo the visit will be rejected. It is the EVV vendor responsibility to manage the data before sending.*** The ***complete*** progress note documentation ***must*** 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](#)