

- Instructions:**
1. The participant-hired worker can use this form to keep track of FVV codes when clocking in and out of EVV.
  2. For each shift with EVV services, ensure the first four columns are filled out.
  3. Update the last column when the participant-hired worker calls the toll-free number to log the visit data.
  4. Please see the back for service codes, toll-free numbers, and best practices.

**Note: Do not submit this form to iLIFE. We do, however, recommend keeping it for your records.**

### BASIC INFORMATION

Participant Name:	
Participant-hired Worker Name:	
Santrax ID/Worker EVV ID:	Client EVV ID:
Pay Period Begins (MM/DD/YYYY):	Pay Period Ends (MM/DD/YYYY):

### VISIT INFORMATION

Date of Fixed Visit Verification Device Use	Number Received When Checking In	Number Received When Checking Out	Service Code	Date Visit Codes Called In

### SERVICE CODES

Service Code	Code to Enter on Call	Telephony Prompt for Read Back
T1019	10	Personal Care Services, fifteen minutes
S5125	15	Supportive Home Care, fifteen minutes
S5126	20	Supportive Home Care, per day
COMBO	30	Both Personal Care and Supportive Home Care service, fifteen minutes

*Please Note: "Combo - PCS & SHC" is only used in the IRIS program after the 2021 waiver update, and only if both types of services are being provided through the same provider agency.*

### TVV/FVV TOLL-FREE NUMBERS

*You may use whichever number you prefer to call in your FVV codes.*

844-769-5920	855-792-3524
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### BEST PRACTICES

- The visit must be called in **within seven days** of the start of the visit.
- Wait at least 15 minutes after receiving the check-out visit verification number from the FVV device.
- You do not need to wait at the participant's location to make the call.
- Both of the six-digit visit verification numbers will be entered on a single Santrax call.