EVV – Add Authorization Dates and Hours

Enter patient authorization dates and hours to track scheduled vs. completed hours and ensure accurate EVV billing.

□□□ Watch Video: Add Authorization Dates and Hours

Overview

- Works with the **17.34 Authorizations Used** report for visit/hour comparisons.
- Use **17.35 Expiring Auth** report to timely track expiring authorizations.
- Annual authorization and care plan dates typically match, creating a continuous flow with no gaps.
- For MCOs like **Healthy Blue**, the authorization# is required for EVV submissions through CareBridge.
- **CareBridge Only**: For service codes that do not require an authorization, enter **NCBLANK** in the Authorization # field.

□□ Related Guides:

- Managing the Aide Care Plan

Steps to Add Authorization Dates and Hours

- From Patient Histories or Referral, click on Authorizations.
- Pull up the patient and select the correct payer.
- Enter the Service Plan From and Thru Dates.
- For Home Health, select the Discipline.
- For others, select Hours/Week or Hours/Month and enter

the authorized hours.
  - We suggest using the Month option for the convenience in reports.
- Click Save.

Healthy Blue HH Example

☐☐ Need help? [Contact Barnestorm Support]