

Date: November 25, 2020

To: In-Home Supportive Services (IHSS) and Waiver Personal Care Services (WPCS) Providers

Subject: ELECTRONIC VISIT VERIFICATION CHANGES FOR LIVE-IN PROVIDERS

The California Department of Social Services (CDSS) received some additional information from the federal government on the Electronic Visit Verification (EVV) requirements. Beginning in January 2021, IHSS/WPCS providers who live with their recipient will no longer be required to complete the three new EVV fields on the IHSS timesheet: start time, end time and location.

What does this mean?

If you are a provider who lives with their IHSS/WPCS recipient, you will only report the daily and total hours you worked on your timesheet. You will fill out your timesheet the same way you did before EVV was implemented.

How do I identify myself as a live-in provider?

The Electronic Services Portal (ESP) and Telephone Timesheet System (TTS) will automatically exclude anyone who has self-certified that they live with their recipient by submitting an *IHSS and WPCS Program Live-In Self-Certification Form for Federal and State Tax Wage Exclusion (SOC 2298)*, and you will not have to take any action.

If you are a live-in provider and haven't completed an SOC 2298, you can access the form on the ESP by clicking the "*Finacial*" tab or via a paper form found on the CDSS website at the following link:

<https://www.cdss.ca.gov/cdssweb/entres/forms/English/SOC2298.pdf>

You can also contact your county IHSS office to request a copy.

Please Note: The Internal Revenue Service (IRS) has determined that IHSS/WPCS providers who submit an SOC 2298 may still be eligible for all tax benefits and programs, such as Earned Income Tax Credit, so you should work with your tax preparer to ensure you take advantage of all tax programs that benefit you.

Live-in providers are still required to complete their timesheet electronically through the Electronic Services Portal (ESP) or the Telephone Timesheet System (TTS). Once this change goes into effect, you will only be required to electronically enter your daily and total hours worked for each pay period

If you are a provider who DOES NOT live with their IHSS/WPCS recipient:

Nothing changes for you. Continue to complete the three EVV fields on your IHSS electronic timesheet: start time, end time and location as you do today.

If you have questions about this notice please contact your county IHSS office, or for assistance with the ESP or TTS call the IHSS Service Desk at (866) 376-7066.