



December 18, 2020

Dear IHSS/WPCS Live-In Provider,

You recently received a communication stating that beginning in January 2021, In-Home Supportive Services (IHSS) and Waiver Personal Care Services (WPCS) providers who live with their recipient will no longer be required to complete the three new Electronic Visit Verification (EVV) fields on the IHSS timesheet: start time, end time and location.

As explained in the prior letter, if you are a live-in provider who has already completed an *IHSS and WPCS Program Live-In Self-Certification Form for Federal and State Tax Wage Exclusion (SOC 2298)*, the Electronic Services Portal (ESP) and Telephone Timesheet System (TTS) will automatically exclude you. **For pay periods after January 1, 2021**, you will only report the daily hours you worked on your timesheet, and you will fill out your timesheet the same way you did before EVV was implemented.

If you live with your recipient and have not completed the SOC 2298, you will have to identify yourself as a live-in provider whenever you complete a new timesheet. **The change is not automatic.** Both the ESP and TTS will prompt you to identify yourself as a live-in provider every time you select a timesheet for a new pay period. Once you self-certify, the system will provide the timesheet without the EVV fields for you to fill out.

To make it easier, you may want to submit the SOC 2298 through the ESP or through the paper form. If you submit the SOC 2298 you will be automatically exempt from EVV and your wages will be exempt from income taxes. You may still qualify for Earned Income Tax Credit. **If you do not identify yourself as a live-in provider or submit an SOC 2298, you will still have to complete the EVV fields: start time, end time and location.**

All IHSS/WPCS providers are still required to complete timesheets electronically through the ESP or the TTS. If you work for multiple recipients, you are only excluded from the EVV requirements for any recipient for whom you have self-certified that you are their live-in provider. *You will still be required to complete all EVV fields on timesheets for recipients with whom you do not live.*

Sincerely,

The California Department of Social Services