

The HHAeXchange Implementation EDI Process

Overview & timeline for Providers using Electronic Data Integration (EDI) to transmit 3rd Party EVV data

Overview

Thank you for participating in the Electronic Data Interchange (EDI) project for your Agency. This letter provides information, general requirements, and steps to take to successfully integrate your Agency Management System with HHAeXchange (HHAX).

HHAX coordinates directly with Illinois to ensure that members and authorizations are passed directly into the HHAX system. HHAX uses the provider agency Tax ID Number (TIN) and National Provider Identifier (NPI) number combination to identify data records sent to and from your Agency.

To integrate between your 3rd Party Agency Management System and HHAX, providers are required to comply with both the business requirements and technical specifications listed in this document. The first step is to review the content of this packet and initiate contact with HHAX to begin the integration process.

- Business Requirements Link: [Illinois Business Requirements](#)
- Technical Specifications Document: [Illinois Technical Specifications](#)
- Authorization Specifications Document: [Illinois Authorization Specifications](#)

HHAX API Interface

HHAX API Interface (into HHAeXchange)

The **API Interface** exchanges data from third party providers and EVV vendors to HHAeXchange. The API Interface portal simplifies data submission by removing the need to import files. Once EVV records are sent from the third party EVV system to HHAX via the API, a timestamp is automatically created showing the status of the transaction. The status is then sent back to the provider via the message interface, allowing for real-time tracking of messages.

Note: Providers' third party EVV systems must be able to provide required data for EVV aggregation to HHAX in real time via API. For third party providers and EVV vendors that require access to the API portal, please submit a ticket on the [Client Support Portal](#) with the subject line 'Illinois EVV'.

Production Process and Transmission Frequency

For optimal system performance, HHAX recommends that visit data is sent in near real-time. The expectation is for data to be sent by the provider or EVV vendor to HHAX as it is added, changed, and/or deleted in the third party EVV system. Data that is unchanged should not be resent to HHAX.

Timeline and Steps for EDI Integration Readiness

The timeline outlined below represents guidance and expectations throughout the API Interface Integration process to move toward compliance according to the Illinois EVV program.

Step	Timeline Dates	Expectations
1	Monday, April 8, 2024	<p>Initiate contact with HHAX to begin the integration process.</p> <p>Contact the Client Support Portal with a subject line of “Illinois to begin the integration process.”</p>
2	Monday, April 8, 2024	<p>Review API Specifications, Business Requirement document for Integration, and sign attestation</p> <p>Review the EVV API Technical Specifications and the Business Requirements for Third Party EVV Data Aggregation to determine if your agency has the resources to integrate with the Illinois EVV program.</p>
3	<p>Monday, April 8, 2024: 02:00 PM - 3:30 PM EST</p> <p>Wednesday, April 10, 2024: 12:00 PM - 1:30 PM EST</p> <p>Thursday, April 12, 2024: 12:00 PM - 1:30 PM EST</p>	<p>Attend the Provider Information Session</p> <p>Sessions are split between morning and afternoon and include a demo of the HHAExchange platform. Attendance is only required for ONE (1) session since all provide the same information. The pre-recorded webinar sessions allow for a Q/A chat option to answer all your questions.</p> <p>Register Here!</p>
4	<p>Cancelled- New dates are TBD</p> <p>Thursday, April 25, 2024: 1:00 PM – 2:00 PM EST</p>	<p>Attend EDI Provider Onboarding Webinar</p> <p>Please register for the EDI specific user training using the registration link found below. This training will provide an understanding of the HHAExchange Provider Portal and the EDI integration process. Please review available dates by clicking on link below and registering.</p> <p>Register Here!</p>
5	TBD	<p>Learning Management System Access</p> <p>Receive login credentials for the Learning Management System to review videos, documents, and test questions to ensure an understanding of the HHAExchange Provider Portal.</p>
6	<p>Cancelled- New Dates TBD</p> <p>Tuesday, April 30, 2024: 11:00 AM to 1:00 PM EST Intended Audience: Admin and Coordinator.</p> <p>Wednesday, May 1, 2024: 1:00 PM to 3:00 PM EST</p>	<p>System User Training Webinars</p> <p>Register and attend the training webinar week from Tuesday-Thursday. Each day we review a different aspect of the HHAExchange functionality with a live Q/A chat option allowing providers to ask questions related to the Provider Portal functionalities. Each of the webinars is specific to the staff’s role in your agency:</p>

Step	Timeline Dates	Expectations								
	<p>Intended Audience: ONLY Third-Party Vendors/EDI Training</p> <p>Thursday, May 2, 2024: 11:00 AM to 1:00 PM EST Intended Audience: Admin. *Coordinator optional</p>	<table border="1"> <thead> <tr> <th data-bbox="750 264 837 298">Day</th> <th data-bbox="837 264 1390 298">Topic</th> </tr> </thead> <tbody> <tr> <td data-bbox="750 298 837 508">1</td> <td data-bbox="837 298 1390 508"> <p>Date of Webinar TBD</p> <ul style="list-style-type: none"> • Topics covered: Member Management, Visit Management, and EVV • Intended audience (Role): Admin and Coordinator </td> </tr> <tr> <td data-bbox="750 508 837 667">2</td> <td data-bbox="837 508 1390 667"> <p>Date of Webinar TBD</p> <ul style="list-style-type: none"> • Topics covered: Introduction to EDI Integration • Intended audience: EDI Providers ONLY </td> </tr> <tr> <td data-bbox="750 667 837 827">3</td> <td data-bbox="837 667 1390 827"> <p>Date of Webinar TBD</p> <ul style="list-style-type: none"> • Topics covered: Administration • Intended audience (Role): Admin; Coordinator optional </td> </tr> </tbody> </table> <p>Register Here & review the description that provides more insight on the associated roles and content of each webinar. These webinars are correlated with the LMS training and can be attended by multiple staff members of your agency.</p>	Day	Topic	1	<p>Date of Webinar TBD</p> <ul style="list-style-type: none"> • Topics covered: Member Management, Visit Management, and EVV • Intended audience (Role): Admin and Coordinator 	2	<p>Date of Webinar TBD</p> <ul style="list-style-type: none"> • Topics covered: Introduction to EDI Integration • Intended audience: EDI Providers ONLY 	3	<p>Date of Webinar TBD</p> <ul style="list-style-type: none"> • Topics covered: Administration • Intended audience (Role): Admin; Coordinator optional
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7	TBD	<p>Log-in to your Provider Portal Starting Date providers will begin receiving Provider Portal credentials to login to the system and begin entering your caregivers. Ensure your portal is setup prior to go-live and work with your caregivers to prepare them for EVV (i.e., download the mobile caregiver app, review the EVV phone instructions). Providers can also utilize the Support Center on their portal to search and review all job aids & written training material under the “Provider Portal Resource” page.</p>								
8	TBD	<p>Linking Provider Portals to Illinois Contract Receive your Provider Portal credentials to login to the system and begin entering your caregivers. Ensure your portal is setup prior to go-live.</p>								
9	Monday, July 29, 2024	<p>Go-Live for Illinois Department on Aging Providers are expected to start using the HHAExchange Provider Portal to schedule, and/or confirm EVV compliant visits.</p>								
10	TBD	<p>Webinar: Getting Started This webinar reviews Go-Live preparedness tasks to ensure your Agency has all the needed information to successfully use the HHAExchange System at Go-Live.</p>								

Step	Timeline Dates	Expectations
		Click Here to Register for a Getting Started Webinar
12	<p>Cancelled- New Dates TBD</p> <p>Wednesday, May 29, 2024: 11:00 AM to 12:00 PM EST</p> <p>Thursday, May 30, 2024: 2:00 PM to 3:00 PM EST</p> <p>Wednesday, June 5, 2024: 2:00 PM to 3:00 PM EST</p> <p>Thursday, June 6, 2024: 11:00 AM to 12:00 PM EST</p> <p>Monday, June 10, 2024: 11:00 AM to 12:00 PM EST</p> <p>Wednesday, June 12, 2024: 11:00 AM to 12:00 PM EST</p>	<p>Webinar: Open Hours</p> <p>HHAeXchange will be holding several “open hours” webinar sessions. Each session will include subject matter experts to address all questions as well as show demonstrations when appropriate. Providers can join anytime between the start and end time of the desired session date. Each session intends to allow time for providers to ask any outstanding questions. Providers and EDI vendors are not required to stay for the full duration and may exit the webinar once questions have been answered.</p> <p>*Note- it is highly recommended that the Learning Management System (LMS) training be completed before attending an Open Hours session.</p> <p>Click Here to Register for Open Hours</p>

Provider Information Center

Visit the [Illinois Information Center Page](#) which shares an overview behind the Illinois partnership with HHAeXchange, as well as information on training, integration, and the free HHAeXchange tool.

EDI Assistance

Please contact the [Client Support Portal](#) if you have any questions or if further guidance is needed. An available Support Team Member will contact you directly to assist. Please use the subject line “Illinois EVV” when sending emails for a timely response.