

The HHAExchange Implementation EDI Process

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).

HHAExchange coordinates directly with Minnesota DHS to ensure that members and authorizations are passed directly into the HHAX system. HHAX uses the Provider Agency Tax ID Number (TIN) and 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: [Business Requirements for Third Party EVV Data Aggregation](#)
- Technical Specifications Document: [HHAExchange EVV API Technical 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. Third party providers and EVV vendors who require access to the API Portal must submit a ticket to the HHAX EDI Support email at: [Client Support Portal](#) with the subject line 'Minnesota EVV'.

Production Process and Transmission Frequency

For optimal system performance, HHAX recommends that visit data is sent in near real-time. The expectation is that data is 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 is not resent to HHAX.

Timeline and Steps for EDI Integration Readiness

Follow the steps outlined below as guidance and expectations throughout the API Interface Integration process to move toward compliance according to the Minnesota DHS EVV program.

Step	Timeline Dates	Expectations
1	Beginning Monday, Aug 28, 2023	Initiate contact with HHAX to begin the integration process Contact Client Support Portal with a subject line of “Minnesota EVV” to begin the integration process.
2	Monday, Aug 21, 2023 Wednesday, Aug 23, 2023 Friday, Aug 25, 2023	Attend the Provider Information Session Sessions are offered in the morning or afternoon and include a demo of the HHAeXchange platform. Attendance is only required for ONE (1) session as both provide the same information. The pre-recorded webinar sessions allow for a Q/A chat option to address questions.
3	Monday, Aug 28, 2023	Review API Specifications, Business Requirement document for Integration, and sign attestation 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 Minnesota DHS EVV program.
4	Thursday, Sept 7, 2023 Wednesday, Sept 20, 2023	Attend EDI Provider Onboarding Webinar Register for the EDI-specific user training using the registration link below. This training offers an understanding of the HHAeXchange Provider Portal and the EDI integration process. Available dates are noted when clicking on the registration link. Register Here for the EDI Webinar!
5	Friday, Sept 15, 2023	Linking Provider Portals to Minnesota State and MCO Contracts As part of the linkage, Payer data containing the Members and Authorizations in scope of this implementation begin to populate. Refer to the <i>Service Code</i> page on the Provider Information Center at Minnesota Provider Information Center-HHAeXchange to learn which services are sent via the linking process. Once the Member and Authorization data is populated, Providers can review the data and begin scheduling the Members to prepare for EDI compliance come go-live. Providers can also use this time to contact the Minnesota Team to address any discrepancies using their current communication methods.
6	Wednesday, Sept 20, 2023	Learning Management System Access Receive login credentials for Learning Management System to review videos, documents, and test questions to ensure an understanding of the HHAeXchange Provider Portal.
7	Tuesday, Sept 26, 2023- Thursday, Sept 28, 2023	System User Training Webinar Week Register and attend the training webinar week from Tuesday to Thursday. Each day a different aspect of the HHAeXchange functionality is covered with a live Q/A chat option allowing Providers to ask questions related to the Provider Portal functionalities. Each webinar is specific to the staff role in your Agency.

Step	Timeline Dates	Expectations								
		<table border="1"> <thead> <tr> <th>Day</th> <th>Topic</th> </tr> </thead> <tbody> <tr> <td>1</td> <td> Tuesday, September 26, 2023: <ul style="list-style-type: none"> Topics: Member Management, Visit Management, and EVV Intended audience (Role): Admins and Coordinators; Billing optional </td> </tr> <tr> <td>2</td> <td> Thursday, September 28, 2023: <ul style="list-style-type: none"> Topics covered: Billing and Administration Intended audience (Role): Admin and Billing; Coordinators optional. </td> </tr> <tr> <td>3</td> <td> Wednesday, September 27, 2023: <ul style="list-style-type: none"> Topics covered: HHAX Intro to EDI Integration Intended audience: EDI Providers ONLY </td> </tr> </tbody> </table> <p>Click here to register and review the descriptions providing 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	Tuesday, September 26, 2023: <ul style="list-style-type: none"> Topics: Member Management, Visit Management, and EVV Intended audience (Role): Admins and Coordinators; Billing optional	2	Thursday, September 28, 2023: <ul style="list-style-type: none"> Topics covered: Billing and Administration Intended audience (Role): Admin and Billing; Coordinators optional.	3	Wednesday, September 27, 2023: <ul style="list-style-type: none"> Topics covered: HHAX Intro to EDI Integration Intended audience: EDI Providers ONLY
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8	Tuesday, Sept 26, 2023	Log-in to your Provider Portal (Specific to New HHAX Providers integrating) Receive your Provider Portal credentials to login to the system and begin entering your Caregivers. Ensure your Portal is setup prior to go-live.								
9	October 2023	Go-Live Date Providers are expected to start using the HHAeXchange Provider Portal to schedule and confirm EVV compliant visits.								

Provider Information Center

Visit the [Minnesota Information Center Page](#) which shares an overview behind Minnesota DHS partnership with HHA, as well as information on training, integration, and the EDI Process.

EDI Assistance

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