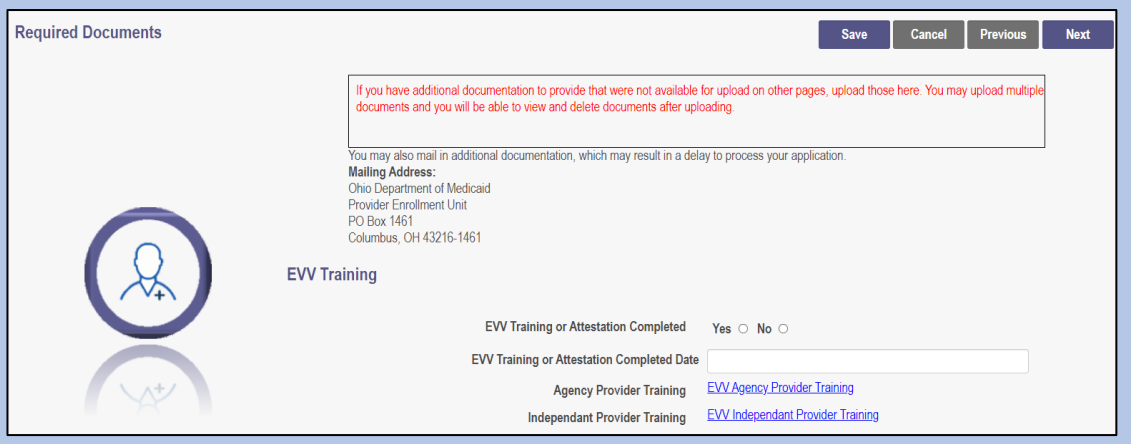
Quick Reference Guide: Indicating EVV Training Completion

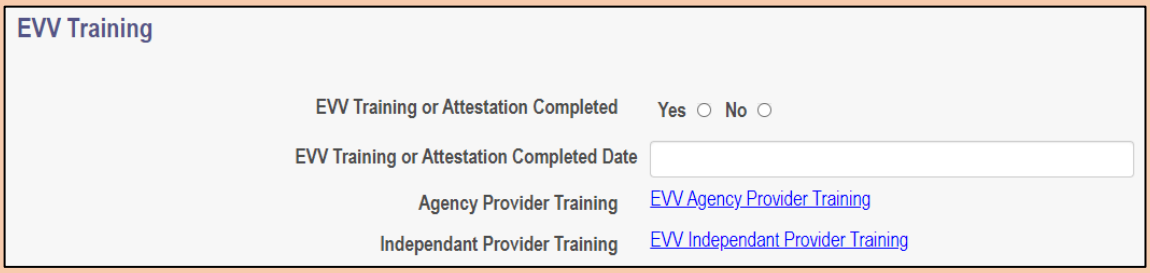
Steps:

1

For certain Provider types and specialties, a requirement to complete information detailing the completion of Electronic Visit Verification (EVV) Training will display on the 'Required Documents' page/section in PNM



2

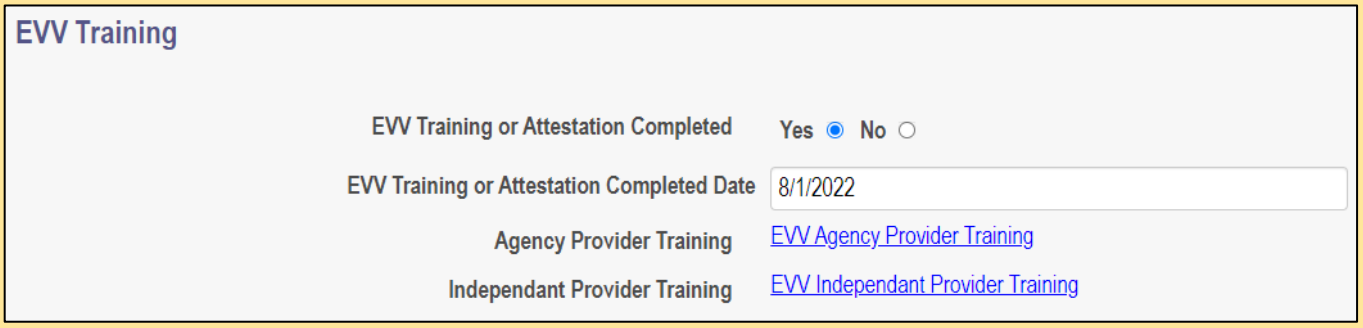


Select the 'Yes' or 'No' radio button to indicate whether EVV Training has been completed.

Note: If 'No' is selected and EVV Training has not yet been completed, access the EVV Provider Training information (Agency Provider or Independent Provider) to fulfill this requirement.

PNM will not allow the application/file to proceed if 'No' is selected and will display the message: "Your application cannot be completed until this section is satisfied with a Yes response"

3



When 'Yes' is selected, enter the date of completion for the EVV Training

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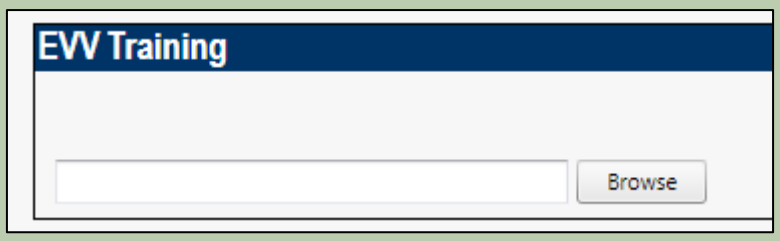
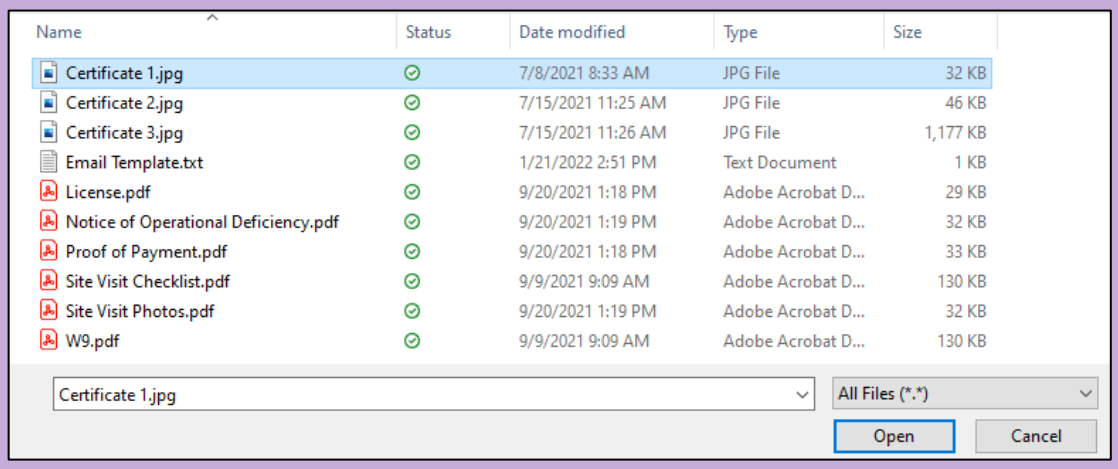
Steps:

4



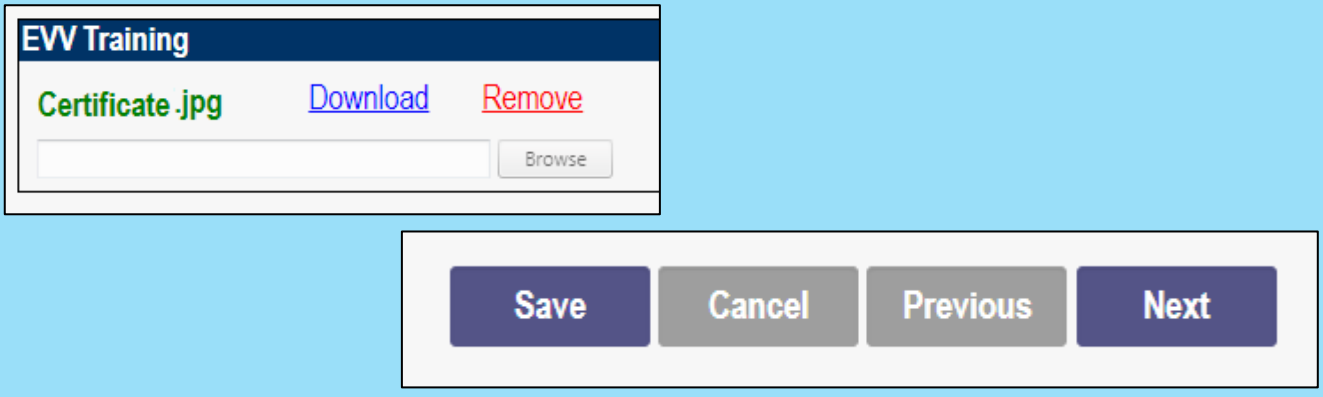
Scroll down on the 'Required Documents' page/section and locate the blue box labeled 'EVV Training' to upload documentation showing completion of EVV Training

5



Click 'Browse' to open the available files on your computer. Once you locate the proper file, select it, and click 'Open' to upload the document to PNM

6



Once the document has been uploaded, click 'Next' at the top of the page to save and proceed to the next page/section

Disclaimer: It is the Provider's responsibility to keep information up to date in PNM. This includes specialties, contact information, addresses, etc.