



Oregon ICP EVV ONLY Time Entry Schedule Effective July 1, 2022

To ensure that your employees are compliant with the state EVV requirement, please ensure your employee's time is entered and approved via an EVV approved method (app, landline or FOB). Time must be approved online by the due date, *even if it falls on a weekend or holiday*. Be sure to have all hours entered and approved by the "Submissions Due NO Later Than" date. To access the DCI Employer Portal, go to: <http://acumen.dcisoftware.com> (please note employee entries made in the portal are not EVV compliant. This is for edits and approvals/rejections of time only).

If you have any questions, contact Acumen Customer Service at (866) 235-4745.

MONTH	Time Entry End Date	Submissions Due NO Later Than	EVV Report Date
JULY	07/15/22	07/16/22	Fri, 07/29/22
	07/31/22	08/01/22	Mon, 08/15/22
AUGUST	08/15/22	08/16/22	Tue, 08/30/22
	08/31/22	09/01/22	Thu, 09/15/22
SEPTEMBER	09/15/22	09/16/22	Fri, 09/30/22
	09/30/22	10/01/22	Fri, 10/14/22
OCTOBER	10/15/22	10/16/22	Fri, 10/28/22
	10/31/22	11/01/22	Tue, 11/15/22
NOVEMBER	11/15/22	11/16/22	Wed, 11/30/22
	11/30/22	12/01/22	Thu, 12/15/22
DECEMBER	12/15/22	12/16/22	Fri, 12/30/22
	12/31/22	01/01/23	Fri, 01/13/23
JANUARY	01/15/23	01/16/23	Mon, 01/30/23
	01/31/23	02/01/23	Wed, 02/15/23
FEBRUARY	02/15/23	02/16/23	Tue, 02/28/23
	02/28/23	03/01/23	Wed, 03/15/23
MARCH	03/15/23	03/16/23	Thu, 03/30/23
	03/31/23	04/01/23	Fri, 04/14/23
APRIL	04/15/23	04/16/23	Fri, 04/28/23
	04/30/23	05/01/23	Mon, 05/15/23
MAY	05/15/23	05/16/23	Tue, 05/30/23
	05/31/23	06/01/23	Thu, 06/15/23
JUNE	06/15/23	06/16/23	Fri, 06/30/23
	06/30/23	07/01/23	Fri, 07/14/23

"MONTH" refers to the month that services were provided.

"Time Entry End Date" is the last day of services in the time entry period.

"EVV Report Date" shows the date that time entries will be saved and batched for completing the EVV compliance report provided to the state.

"Submissions Due NO Later Than" is the last date that your employee's time can be approved in order to show up on the current report.

Please share this schedule with your employees, and keep a copy in a safe place for easy reference.