



IHSS
IN-HOME SUPPORTIVE SERVICES
TELEPHONE TIMESHEET SYSTEM



Electronic Visit Verification

IHSS Telephone Timesheet System

Recipient Timesheet History Review

For additional assistance please contact the IHSS Service Desk at
(866) 376-7066 Monday through Friday from 8am to 5pm.



The IHSS Telephone Timesheet System (TTS) provides a timesheet history feature for you to review the previous 3-months timesheets you have approved or denied.

To access the timesheet history for the TTS dial **(833) DIAL-EVV or (833) 342-5388**. You will be prompted to enter your 7-digit recipient number and your passcode number. It is important that you keep your passcode secure and do not share your passcode. After successful recipient login, **press 2** from the Activity Menu to hear previously approved or denied timesheets.



If you have no approval or denial action on timesheets for the previous 3 months the TTS will say:

“There are no approval or denial actions on any timesheets in the previous three months. If you feel this is incorrect, please contact your county. Please press 8 to return to the Activity Menu or you may hang up at any time.”

If you have approval or denial actions on timesheets to review for the previous 3 months the TTS will say:

“Here are the approval or denial actions taken on your timesheets for the previous 3 months. At any time during the timesheet history review you may press ‘8’ to return to the Activity Menu.”

The TTS will read them in order from the most current timesheet to the oldest timesheet.

Note: The < > will be information related to your provider and the timesheet you have approved or denied.

“You <rejected or approved> an <Individual Provider, Advance Pay> <Initial or Supplemental> timesheet for the <IHSS or WPCS> program that was

submitted by your provider <Provider Name> for the pay period beginning <Pay Period Begin Date> and ending <Pay Period End Date>.”

After the TTS reads all the timesheets available, the TTS will say:

“You have no additional timesheet history review. Please press ‘8’ to return to the Activity Menu or you may hang up at any time.”