



# Developmental Disabilities Services YOUR TIMESHEET IS CHANGING

There is a small change coming March 14th, 2021 to your  
Manual Timesheets and eTimesheet Portal

## THE WHAT

Employees will use new codes on their timesheet when reporting what services were provided, to how many people and in what location.

## THE WHO

Those in the Developmental Disabilities Services Home and Community Based Services Program will use the new timesheet codes.

## THE WHY

The State of Vermont is required to make sure Medicaid funded services are provided correctly.

## THE HOW

Webinar Training  
March 5th, 2021.  
10am—11am  
Register online at  
<http://bit.ly/ARIStimesheet>

## THE WHEN

Employers will need to make sure their employees are using the new timesheet codes correctly starting **March 14th, 2021.**

WEBINAR  
REGISTRATION  
QR CODE

Open your  
camera app  
and point  
phone at code



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