.02   Health-e-Arizona Renewal Registration

Register assigned Health-e-Arizona renewal applications as follows:

- On the ASSIGNED APPLICATIONS screen, click in the check box next to the application to select the application.

   Click on the GENERATE UNIVERSAL SUMMARY button to display the PI's Health-e-Arizona Application Summary. Print the Application Summary for the case file(g).

- Using the information on the Application Summary, register the case. In addition to the policy and procedures outlined in Application Registration, complete the following:

   Consider all Health-e-Arizona applications highlighted RED as a potential EXPEDITED application. Follow the policy and procedures outlined in Health-e-Arizona Expedite Applications.

   Key the applicable Health-e-Arizona Referral Source Code on RERE or RESE. (See Health-e-Arizona Referral Source Codes for keying procedures)

   Key the One-e-App Identification (ID) Number from the Health-e-Arizona application on RERE. (See Keying Health-e-Arizona Applications for keying procedures)

   NOTE   One-e-App assigns a new One-e-App ID Number at renewal. AZTECS does not clear the previous One-e-App ID Number. Key the new ID Number over the previous ID Number so that the disposition interface occurs. (See DISPOSITION DETAILS Screen)

   Key each applicant's One-e-App Person Sequence Number on RERS.