

W Health-e-Arizona Application Summary

REVISION 16
(04/01/11 - 06/30/11)

The Health-e-Arizona Application Summary is a pdf document containing the information keyed in a Health-e-Arizona application. The Application Summary can be viewed and printed, and the information is used to complete the eligibility determination. The Health-e-Arizona Application Summary is an official FAA application, and is [uploaded into OnBase\(g\)](#). (See [Determining Health-e-Arizona Eligibility](#))

The Application Summary is accessed by selecting an application and clicking on the GENERATE UNIVERSAL APPLICATION SUMMARY button. The Application Summary includes the following information:

The Application Summary displays the following:

- All information keyed in the Health-e-Arizona application, including NOTES added to the application by the Subscriber Organization Application Assistor.
- Abbreviated versions of the actual questions that display in the Health-e-Arizona application. N/A displays as the answer for any of the following:

Questions that did not display for the applicant to answer, based on other information entered in the application

Questions that displayed for the applicant to answer, but the applicant did not, and was not required to, answer

NOTE To view screen shots of the Health-e-Arizona application roadmap screens as viewed by Subscriber Organization staff and Public Access users, see the [Health-e-Arizona Screen Guide](#).

- The name and contact information for the Application Assistor who submitted the application, when the application is from a Subscriber Organization. The Application Summary also includes the name and contact information for their Supervisor.
- The Representative's name and address information, when the application is submitted by a Representative.
- The Preliminary Eligibility Results and Applications Submitted section, which identifies how applicants were screened for CA, MA, and NA, and whether they applied for the programs.

- Information that can be used to complete a Customer Contact, in the following sections:
 - Follow Up Interview Details
 - Household Address and Contact Information
 - Contact Information
- The Declarations section, which includes the following:
 - Cooperation Statements
 - Assignment of Rights
 - Consent to Release MA Information to Jobs by CA applicants
 - Penalty Warning
 - Statement of Truth
 - Signature section

The signature section of the Application Summary displays one of the following:

- The Public Access electronic signature. Public Access applicants key their name in the MY NAME field, and click in the check box to attest that this is their legal signature. The Public Access application captures only the signature of the PI.
- The Subscriber Organization electronic signature. Subscriber Organizations that use electronic signature pads capture electronically up to two applicants' signatures, and a witness' signature, when necessary. DES and AHCCCS have installed specific software on the agency servers to view and print electronic signatures.
- Subscriber Organizations that do not use electronic signature pads must print the signature page, and have the applicant manually sign and date the signature page. The signature page is FAXed into Health-e-Arizona as a Permanent Verification Document. The Application Summary displays "This application was not signed electronically" to indicate that the application has been manually signed, and the signature is in the FAXed documents. The manually signed Application Summary can include up to two applicants' signatures, and a witness' signature, when necessary.

Request additional signatures for applicants, when needed. (See [Signing the Application](#))