## R5 – ONLINE ENROLLMENT HOME VIEW

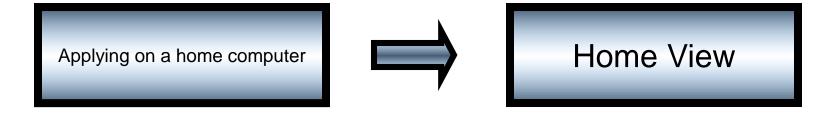
www.mySoonerCare.org www.InsureOklahoma.org

Oklahoma Health Care Authority

November, 2020 (version 5.9)



#### **GENERAL OVERVIEW**



#### **ONLINE ENROLLMENT**

Home View Application

#### Application Walkthrough

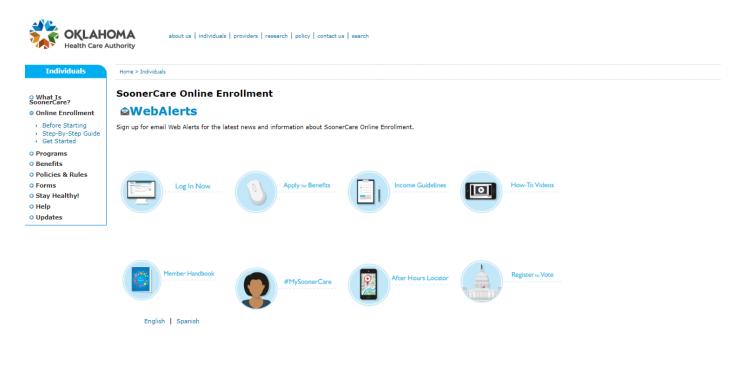
#### WEBSITE OPTIONS

- Accessing online application
  - <u>www.mysoonercare.org</u> or <u>www.insureoklahoma.org</u>
- Maintaining and updating the application after eligibility determination
- Printing a paper application for the Health Insurance Marketplace
- Currently Internet Explorer 11; Microsoft Edge, Google Chrome, Mozilla Firefox and Safari are acceptable browsers for Home View.
- Fictitious applicant data used throughout this document for demonstration purposes.

### WEB APPLICATION (WWW.INSUREOKLAHOMA.ORG) HOME PAGE



### WEB APPLICATION (WWW.MYSOONERCARE.ORG) HOME PAGE

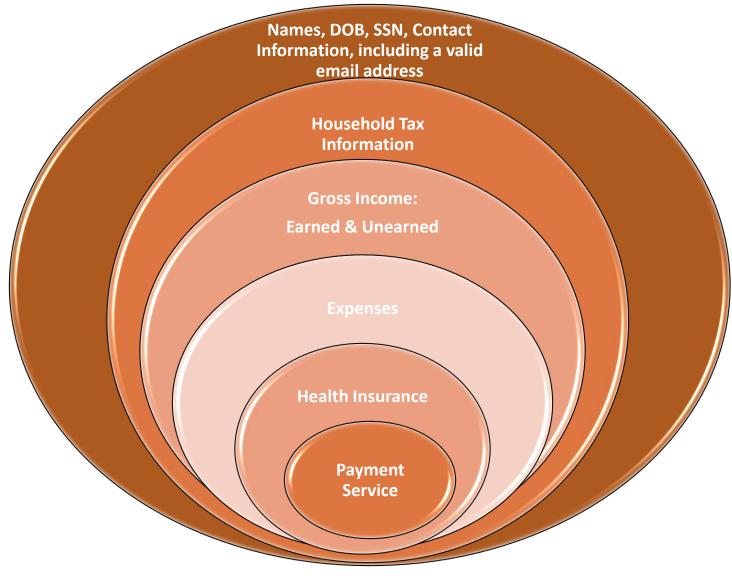


If you need assistance with the online application you can call the SoonerCare helpline at 1-800-987-7767 or visit your local Community Action agency.

#### Other documents: • SoonerCare FAQs • Health Insurance Marketplace Application - English • Health Insurance Marketplace Application - Spanish • 12 Month Income Statement Profit and Loss - English • Lottery Cambling Winnings Monthly Income

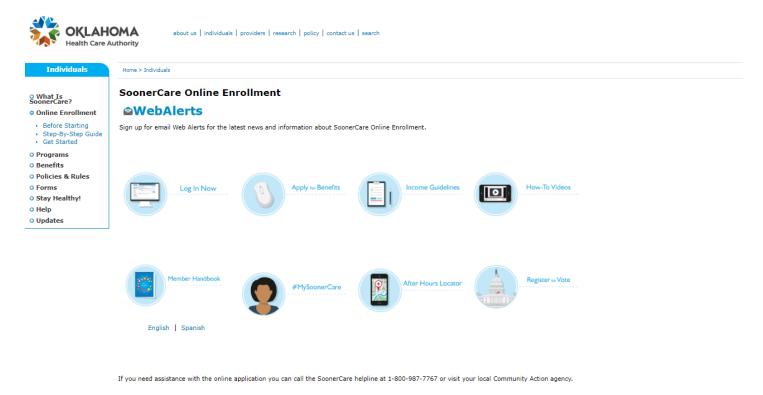
Nondiscrimination Notice | Legal Notices | Public Notices | Language Assistance | Site Map | Employee E-Mail Access Oklahoma's Medicaid Agency

#### APPLICATION REQUIREMENTS – INFORMATION NEEDED



7 | OKLAHOMA HEALTH CARE AUTHORITY

#### APPLY FOR BENEFITS (WWW.MYSOONERCARE.ORG) HOME PAGE



Other documents:

- SoonerCare FAQs
- Health Insurance Marketplace Application English
- Health Insurance Marketplace Application Spanish
- + 12 Month Income Statement Profit and Loss English
- 12 Month Income Statement Profit and Loss Spanish
   Lottery Gambling Winnings Monthly Income

Nondiscrimination Notice | Legal Notices | Public Notices | Language Assistance | Site Map | Employee E-Mail Access Oklahoma's Medicaid Agency

#### **RIGHTS AND RESPONSIBILITIES - APPLY NOW**



΄ Ν	/lem	ber	Enrol	Iment

	Contact Us   Log On
	Language: English 🗸
er Log-in	
<u>count</u>	
needed	

SoonerCare Mem

Returning User?

Log on to your acc

Today is May 13, 2020

#### **Rights and Responsibilities**

Thank you for your interest in our programs.

To apply for benefits, you must agree to the terms listed below. You must select "I agree" to complete the application.

#### I agree to:

- Help the Oklahoma Health Care Authority check any information on this application, and let them get needed information from government agencies, employers, medical providers and other sources.
- Tell the Oklahoma Health Care Authority within 10 days if there are any changes in our income, the people who live in
  our home, where we live or get our mail, and/or our health insurance.
- Transfer, assign and authorize payment to the Oklahoma Health Care Authority all claims I have or may have against health insurance or liability insurance companies, or other third parties. This covers all payments for medical services made by the Oklahoma Health Care Authority for me or my dependents.
- Help the Oklahoma Department of Human Services or the Oklahoma Health Care Authority identify and find absent
  parents who might be liable for the costs of medical care for me or others in my family receiving SoonerCare or Insure
  Oklahoma.
- Adults who want health benefits or family planning are required by federal law to cooperate with the child support office
  to get medical support established for any of their children whose other parent is not in the home. I agree to cooperate
  in establishing medical support. I understand that if I feel that I have good cause for not cooperating, I can contact my
  local child support office to request good cause consideration. I also understand that I can contact my local child
  support office to ask that my home address or location not be released if there is a fear of family violence.
- If approved for Insure Oklahoma I understand I will be responsible for paying the appropriate premiums and out-ofpocket costs including but not limited to co-payments.

#### **RIGHTS AND RESPONSIBILITIES**

#### I will allow the Oklahoma Health Care Authority to:

- Collect payments from anyone who is supposed to pay for any of my or my family's medical care provided by the Oklahoma Health Care Authority.
- Share any of my necessary information that the Oklahoma Health Care Authority maintains with any insurance company, person or entity who is responsible for paying the medical bill.
- · Access and receive my medical records from any of my medical providers.
- · Share important health and benefits information through electronic messages. Message and Data Rates may apply.

#### I will allow any of my medical providers to:

Give any of my information they have to the Oklahoma Department of Human Services or the Oklahoma Health

Care Authority to make payment or overpayment decisions.

You have the right to a hearing if you disagree with an adverse action taken on your case. You must fill out and submit an LD-1 form to the Oklahoma Health Care Authority within twenty (20) days from the day of adverse action. You can get an LD-1 form by contacting Member Services at 1-800-987-7767. You can represent yourself at the hearing, or you can have an attorney or other representative.

I understand if I give information that isn't true OR if I withhold information, I can be lawfully punished for fraud or perjury. I may also have to re-pay the Oklahoma Health Care Authority for any medical bills that were not paid correctly.

You must select either 'I a	ree' or 'I do not agree'.	
<ul><li>○ I agree</li><li>○ I do not agree</li></ul>		
		EXIT

#### **CREATING AN ACCOUNT**

		Today is May 12, 2020
<b>OKLAHOMA</b> Health Care Authority	Welcome	Contact Us
Health Care Authority	Member Enrollment	Language: English \vee
Log On or Create Your Account	t	
O not use your browser back button or do	a screen refresh.	
To log on to your existing account, Please e your authorized representative.	nter your User ID or e-mail address below, with your password. T	his ID may have been created by you, your spouse or
Required fields are marked with an asterisk ( $^{\ast}$ ). You r	may enter a User ID (or E-Mail Address) to begin the application but at least one i	is required along with the password.
User ID <i>or</i> E-Mail Add	ress: *	Forgot your User ID?
Pass	word: *	Forgot your Password?
		LOG ON
If you do not have a user account, but you h	nave your Personal Identification Number (PIN), you may create a	in account using your PIN now.
If you do not have a user account or PIN, pl	ease <u>create a new account</u> now.	1

11 | OKLAHOMA HEALTH CARE AUTHORITY

							Today i	s May 18, 2020
🖌 🧞 ОК	LAHOMA	Welco	me				Conta	act Us I Log On
Healt	h Care Authority	Me	mber Enrol	llment			Langua	ge: English 🗸
Enrollment Steps	People &	TEP 2 Tax sehold	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit
Step 1 - Peop	le & Contacts							
<u>~</u> .	rowser back button or do a so	reen refres	ih.					
<b>y</b>								
he first step in the	application process is t	o tell us	about all of the peo	ple living in the h	ousehold.			
	if there is one living in					contact person m	ust be at least 15 yea	ars old. When
ou have finished,	select "Next" to continu	e.					-	
							Required fields are mark	ed with an asterick/*)
Personal Informa	-fi							
Personal informa	luon							
	First N	lame: *	Claire		🖽 Tell r	ne more		
			(Full legal name as	appears on Social				
			Security card, not a		£			
			Joseph, not Joe; Su	san, not sue)				
	Middle N	ame:	V-					
	Last N	lame: *	Example					
	s	uffix:						
	Date of I	Rinth: *	February V 19	9 ~ 1980 ~ 1	0			
	Marital S	atus: *	Single or Unknow	'n		~		
	Ge	nder: *	O <sub>Male</sub> ● F	emale				
	Preg	nant: *	⊖ <sub>Yes</sub>		⊞ <u>Why</u>	<u>do you need to kn</u>	ow this?	

# STEP 1: PEOPLE AND CONTACTS - HEALTH CONDITION ASSESSMENT

• Pregnancy fields trigger additional health condition assessment questions.

Due Date: \*

month 🗸 day 🗸 year 🗸 🔜

Number of Babies Expected: \*

Note: You must provide medical proof of pregnancy if you are including the unborn child on this application.

• The selection of SoonerCare or help paying for health insurance is made automatically for children and pregnant women.

Requested Benefits							
Please select each benefit this person would like	to apply for:						
Do you want to find out if you can get Soc	onerCare for this person?	<u>Tell me more</u>					
Do you want to enroll in the Insure Oklaho	✓ Do you want to enroll in the Insure Oklahoma program for this person?						
✓ Do you want to find out if you can get SoonerPlan for this person?							
SSN							
SSN: *	*** **	What if I don't have an SSN?					
Re-enter SSN: *	***						
Race & Ethnicity							
Race: *	American Indian or Alaskan Native	<u>Why do we need this?</u>					
(check all that apply)	Asian						
	Black or African American						
	Native Hawaiian or Other Pacific Islander						
	White						
	<ul> <li>Declined to answer</li> </ul>						
Is this person of Hispanic or Latino origin (or descent)?	⊖Yes ⊖No	⊞ <u>What's this?</u>					

f you have to verify the citizenship ou ever had a document that show			Iditional documentation. Can you provide a document or have
	*	● is a U.S. citizen	⊞ <u>Tell me more</u>
		<ul> <li>is here as an alien with documentation</li> </ul>	
		O none of the above	
Documentation that can be pr	ovided: *	U.S. Birth Certificate	$\checkmark$

#### STEP 1: PEOPLE AND CONTACTS – CONTACT INFORMATION

						Todayi	is May 18, 2020
STA OKLAHOM		2				Cont	act Us I Log On
Health Care Autho	<sup>ority</sup> Mem	ber Enro	ollment			Langua	ge: English 🗸
Enroliment People & Steps Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit
Step 1 - People & Contac	cts						
Do not use your browser back button o	or do a screen refresh.						
Please tell us how we can contact	you.		⊞ <u>w</u> ı	at if I am homeles	<u>ss?</u>		
When you have finished, select "N	lext" to continue.						
						Required fields are mark	ed with an asterisk (*).
Contacts							
Residence							
	Stre	et - Line 1: *	7423 N Mesa				
	Stre	et - Line 2:					
		City: *	Oklahoma City				
		State: *	Oklahoma ~				
		Zip Code: *	74112				
Mailing Address							
Same as Residence							
	Street o	r P.O. Box: *	7423 N Mesa				
	Stre	et - Line 2:					
		City: *	Oklahoma City				
		State: *	Oklahoma 🗸				

- Receive English or Spanish notices by letter or email.
- The authorized representative section of this page allows a user to identify an authorized representative.

What is the primary language spoken in the household?	*	English V
Where possible, we will send written communication in:	*	English V
How do you wish to receive your notices?	*	Letter V
Day Time Phone:		- Select Type - 🗸 ( ) - ext:
Is it okay for us to leave a message here?		◯ Yes ● No
Night Time Phone:		- Select Type - V ( ) - ext:
Is it okay for us to leave a message here?		Ves No
Email:	*	you@yourdomain.com <b>t Email address is required.</b> E-mail address for the household contact can be used as an alternate to a User ID when logging at a later time to retrieve this application.
uthorized Representative		
You may name a person outside your household to act on	you	ur behalf about any benefits you or your family may be qualified for.
Do you want an authorized representative?	0	Yes  No H Who can I name as my authorized representative?
		· · · ·

### STEP 1: PEOPLE AND CONTACTS – AUTHORIZED REPRESENTATIVE

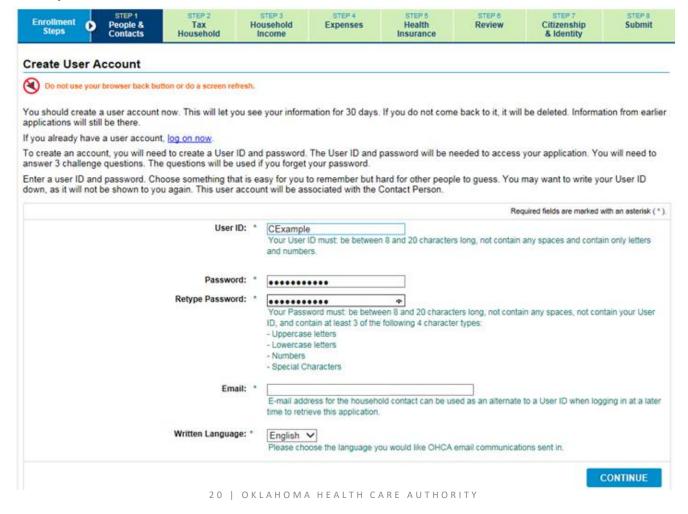
• Provide all of the required authorized representative information.

	n your behalf about any benefits you or your family may be qualified for.
Do you want an authorized representative?	● Yes O No I Who can I name as my authorized representative?
First Name:	*
Middle Name:	
Last Name:	*
Suffix:	
Designation Privilege:	* O Sign the application
	<ul> <li>Act on the behalf of the applicant on all matters related to the account</li> </ul>
Designation Start Date:	* month V day V year V
Designation End Date:	* month V day V year V
Organization Helping:	ady your _
Street or P.O. Box:	×
Street - Line 2:	
City:	*
State:	* - Select State - 🗸
ZIP Code:	*
Authorized Rep Phone:	* - Select Type - 🗸 ( ) - ext:
Email:	authrep@yourdomain.com
Who is giving authorization for this person to represent the case members?	* Select One - V

• Address standardization.

		Required fields are ma	rked with an asterisk (*).
Contacts			
Residence	Address Standardization	🛛 <u>Close</u>	
	We were not able to locate the address		
	7423 N Mesa Oklahoma City, OK 74112		
	No. Use what I entered		
Mailing Addres	ОК		
Same as Re			

• Create a user ID and password.



• Choose questions and answers that are not easily known by others.

Enrollment Deople Steps Contac	& Tax	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit		
Create a User Account - Challenge Questions									
Do not use your browser b	oack button or do a screen re	fresh.							
Please select 3 challenge qu	uestions and provide the	answers below. V	Ve will use this info	ormation to identify	you if you forget	our User ID or pas	sword.		
When you select and answe	er your 3 questions:								
<ul> <li>Do not select a question</li> </ul>	n that everyone who kno	ws you would kno	w the answer to.						
<ul> <li>Remember that answe</li> </ul>	rs to challenge questions	should be protec	ted in the same w	ay passwords are.					
					Bas	uired fields are marked v			
	0				· · · · · ·	uired lields are marked t	viun an asterisk ( * ).		
	Question	1: * What is y	our favorite color?	•	~				
	Answer	1: * blue							
	Retype Answer	1: * blue							
		-							
	Question	2: * What is t	he name of the ma	aid of honor at you	r wedding? 🗸				
	Answer	2: * Maid							
	Retype Answer	2: * Maid							
	<b>.</b>	0.0							
	Question	3: * What is y	our favorite relativ	e's name?	~				
	Answer	3: * Faye							
	Retype Answer	3: * Faye		×					
					♦ PREVIOUS	S CREATE	ACCOUNT		

#### STEP 1: PEOPLE AND CONTACTS – ACCOUNT CREATION

• When the account is successfully created, the confirmation message displays.

🕙 Do not use you	ir browser back button or do a screen refresh.	
To log on to your or your authorized	Account Creation Confirmation	∕ou, your spous
Required fields are m	Your User Account has been created.	
	Log on using your User ID and password the next time you want to access your account.	100
	An email has been sent to you with the instructions to complete your registration and verify your account. Please check your spam folder and re-verify your email address if you don't receive the email in 15 minutes.	<u>ID?</u> sword? LOG ON
f you do not have	οκ	
f you do not have		

#### STEP 1: ACCOUNT LOGIN – ACCOUNT CREATION

• Log on using your user ID or email address and password created on the previous page.

		Today is May 13, 202
CKLAHOMA	Welcome	Contact L
	Member Enrollment	Language: English
Log On or Create Your Account		
Do not use your browser back button or do a s	screen refresh.	
Required fields are marked with an asterisk (*). You m User ID or E-Mail Addre	ess: *	e is required along with the password. Forgot your User ID?
Passw	vord: *	Forgot your Password?
		LOG ON
If you do not have a user account, but you ha	ave your Personal Identification Number (PIN), you may create a	an account using your PIN now.
If you do not have a user account or PIN, plea	ase create a new account now	
	abe <u>create a new account</u> new.	

#### **STEP 1: ACCOUNT REGISTRATION**

• Enter the registration code sent to the email address used to create your account.

#### Dear SoonerCare applicant,

You are receiving this notice because you either have started an application or you are a SoonerCare member who needs to complete their registration.

Registration code: 85Ehez

Please login to your account by clicking the following link to complete your registration.

SoonerCare

Please do not reply to this email.

Sincerely, SoonerCare

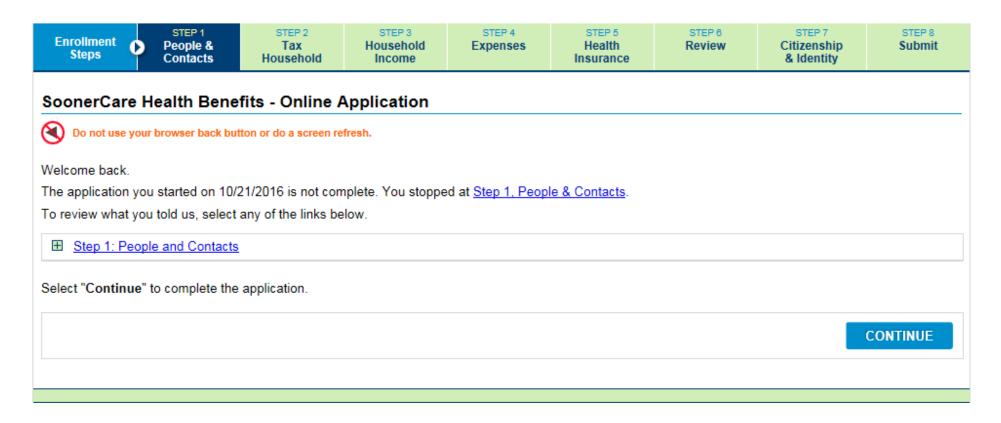
This email was sent from a notification-only email address that cannot accept incoming email.

#### **STEP 1: ACCOUNT REGISTRATION**

• Enter the registration code sent to the email address used to create your account and click Register.

		Today is May 13, 2020
OKLAHOMA Health Care Authority		Change Password   Contact Us   Log Off
Health Care Authority	Member Enrollment	Language: English 🗸
Account Registration		
Do not use your browser back button or do	a screen refresh.	
To register your account, please enter the	registration code that was provided in the registration e	email.
		Required fields are marked with an asterisk ( * ).
Reg	istration code: *	Send me registration email again.
		REGISTER

• Click Continue to resume the application.



• Entering additional household members.

Enrollment Steps	0	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	Household Expenses		STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit				
Step 1 - Pe	Step 1 - People & Contacts												
Oo not use	On not use your browser back button or do a screen refresh.												
You have told	You have told us about the following person living in the household:												
Name				SSN		Date of B	lirth	Gender					
Claire V- Ex	ample			XXX	-XX-	02/19/		Female					
<u>Who shoul</u> Are there oth			the household?										
Yes or No is re	quired.												
<ul> <li>Yes, there are other people in the household</li> <li>No, everyone in the household is listed above</li> </ul>													
						<b>♦</b> PR	REVIOUS	SAVE & EXIT	NEXT 🕨				

#### **STEP 1: PEOPLE AND CONTACTS - HOUSEHOLD**

						Today is	May 18, 2020
STA OKLAHOM	A Welcom	e Claire Example			Chan	ge Password   Contac	<u>xt Us</u> I <u>Log Off</u>
Health Care Author	<sup>ity</sup> Men	nber Enroll	ment			Languag	e: English \vee
Enrollment O People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit
Step 1 - People & Contact	ts						
Do not use your browser back button or o	do a screen refresh.						
Tell us about the next person living in	the house.						
<ul> <li>If there is another adult in the ho</li> </ul>		about him or her n	ext.				
<ul> <li>If you have entered all of the ad</li> </ul>	ults, tell us abo	ut a child living in y	our home.				
When you have finished, select "Next	" to continue.						
						Required fields are marke	d with an asterisk(*).
Personal Information							
F		Alexis (Full legal name as ap Security card, not a n			me more		
		Joseph, not Joe; Susa					
Mic	ddle Name:	V-					
1	Last Name: *	Sample					
	Suffix:						
Dat	te of Birth: *	February $\sim$ 19	~ 2001 ~ I				
	Gender: *	O Male 🔍 Fer	nale				
	Pregnant: *	🔾 Yes 🔘 No		⊞ <u>Why</u>	<u>do you need to kn</u>	ow this?	
Requested Benefits							
Please select each benefit this perso	on would like to	apply for:					
Do you want to find out if yo	ou can get Soor	nerCare for this pers	on?	⊞ <u>Tell</u>	me more		

#### STEP 1: PEOPLE AND CONTACTS – HOUSEHOLD MEMBERS

Enrollment Steps Steps	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit	
Step 1 - People & Contact		sh.						
You have told us about the following	g people living in th	e household:						
Name		SSN		Date of Bi	rth	Gender		
Claire V- Example		XXX-	XX-3031	02/19/198	80	Female		
Alexis V- Example		XXX-	XX-5656	02/19/200	)1	Female		
Charlotte V- Example		XXX-	XX-2525	02/19/2010		Female		
John V- Example		XXX-	XXX-XX-1313		02/19/2019		Male	
Who should I include? re there other people living in Yes or No is required.	the household?							
○ Yes, there are other people	e in the household							
O No, everyone in the house	nold is listed above							
				Image: Press of the second	REVIOUS	SAVE & EXIT	NEXT 🕨	

### STEP 1: PEOPLE AND CONTACTS – HOUSEHOLD QUESTIONS

Household Questions :

- There will be an unemployment benefits question for Insure Oklahoma applicants between the ages of 19 and 64.
- There will be a foster care question for members in the household between the ages of 19 and 25.
- There will be a full-time college student question for members in the household applying for Insure Oklahoma, between the ages of 19 and 22.

Are any of the following members eligible for Unemployment			⊞ What is this?	
Benefits?			Claire V- Example	
			Alexis V- Sample	
		$\checkmark$	None of these individuals are eligible for Unemployment Benefits	
Were any of the following in foster care in Oklahoma on their 18th birthday?			Claire V- Example	
four britiday.			Alexis V- Sample	
		$\checkmark$	None of these individuals were in foster care then	
Are any of the following members a full-time college student?	*		⊞ What is full-time?	
		$\checkmark$	Alexis V- Sample Northeastern State University ~	]
			None of these individuals are in college full-time	

#### STEP 1: PEOPLE AND CONTACTS – HOUSEHOLD QUESTIONS

• When Yes is selected for any of the questions, a household member must be selected.

es or No is required for all questions.		
Is anyone in the household blind or disabled?	*	● Yes ○ No
Select household members	*	Claire V- Example
		Alexis V- Example
		Charlotte V- Example
		John V- Example
Is anyone in the household in need of long-term care?	*	○Yes ● No
Is anyone in the household incarcerated (serving a sentence in prison or jail)?		○Yes ● No
Were any of the following in foster care in Oklahoma on their 18th birthday?		Alexis V- Example
· · · · · · · · · · · · · · · · · · ·		None of these individuals were in foster care then

#### STEP 1: PEOPLE AND CONTACTS – HOUSEHOLD QUESTIONS

• When a household member is between ages 19 and 22, applying for Insure Oklahoma and enrolled in an accredited Oklahoma college, you must select their college from the drop-down menu. If their college is not listed, select 'Other'.

Are any of the following members eligible for Unemployment	*		⊞ <u>What is this?</u>				
Benefits?			Claire V- Example				
			Charlotte V- Example				
			None of these individuals are eligible for Unemployment Benefits				
Were any of the following in foster care in Oklahoma on their 18th birthday?	*		Charlotte V- Example				
			None of these individuals were in foster care then				
Are any of the following members a full-time college student?	*		⊞ <u>What is full-time?</u>				
		✓	Charlotte V- Example - Select College -  College is required.	~			
			None of these individuals are in college full-time				

SAVE & EXIT NEXT >	

#### STEP 1: PEOPLE AND CONTACTS – HOUSEHOLD RELATIONSHIPS

• Relationship information is collected by making a selection from the drop-down.

Enrollment Steps	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit			
Step 1 - Peop	Step 1 - People & Contacts										
Do not use you	r browser back butto	n or do a screen refre	esh.								
Now we need to a	Now we need to ask you how the people in the house are related.										
To start, tell us ho	w each person is	related to Claire	V- Example.								
When you have fin	ished, select "Ne	ext" to continue.	Œ	Why do we need	this?						
							Required fields are marke	d with an asterisk (*).			
Household Rel	ationships										
How are the fo	llowing people	related to Claire	V- Example?								
	Alexis V- E	xample is the *	Daughter		✓ of Claire	V- Example.					
	Charlotte V- E	xample is the *	Other child resid	ling in household	✓ of Claire	V- Example.					
	John V- Example is the * Son v of Claire V- Example.										
RESET FOR	м				<b>€</b> Р	REVIOUS	SAVE & EXIT	NEXT 🕨			

#### STEP 1: PEOPLE AND CONTACTS – SPOUSAL RELATIONSHIPS

• Relationship information is collected by making a selection from the drop-down.

Enrollment Steps	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit			
Step 1 - People & Contacts											
Ŭ	O not use your browser back button or do a screen refresh. Now, for each adult, tell us his or her marital status and, if married, who his or her spouse is. If the spouse is not listed, you must add the spouse to the household.										
When you have	finished, select "N	lext" to continue.									
Spousal Rela	itionships					R	lequired fields are marke	d with an asterisk (*).			
Name	Ма	rital Status		S	pouse						
Claire V- Ex	ample Si	ngle or Unknown		~	- Select Spouse -	<ul> <li>✓</li></ul>	an I change this?				
Alexis V- Ex	ample * - s	Select Status -		~	- Select Spouse -	~					
							<u>Add a</u>	another person			
RESET FO	DM					REVIOUS	SAVE & EXIT	NEXT 🕨			
RESET FC	Л					REVIOUS	SAVE & EATT	NEAT			

### STEP 1: PEOPLE AND CONTACTS – HOUSEHOLD RELATIONSHIPS

E	nrollment Steps	0	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit	
Ste	Step 1 - People & Contacts										
Do not use your browser back button or do a screen refresh.											
Ve need to ask you a few more questions about each child living in the house. When you have finished, select <b>"Next"</b> to continue.											
Required fields are marked with an asterisk (*).											
H	ousehold F	Relat	ionships								
	We need to determine if Charlotte V- Example has a parent(s) in the home. If he or she is not in the home, we will need to know the reason for their absence.									r their	
	Does Cha the home		e V- Example	have a parent liv	ing in * 🔿	Yes O No					
	Now we need to know if Charlotte V- Example's other parent is in the home. If he or she is not in the home, we will need to know the reason for their absence.										
	ls Charlo home?	otte V	- Example's o	ther parent living	in the *	Yes O No					
	Now we n	need t	o know if John	V- Example's other	parent is in the ho	ome. If he or she is	s not in the home, v	we will need to kno	ow the reason for the	eir absence.	
	Is John \ home?	/- Exa	ample's other	parent living in th	ne * O	Yes O No					
	RESET F	ORM					▲ P	REVIOUS	SAVE & EXIT	NEXT 🕨	

### STEP 1: PEOPLE AND CONTRACTS – HOUSEHOLD RELATIONSHIPS

• If the child's other parent is in the household, he or she should be selected from the drop-down.

	rollment Steps	0	People & Contacts	Tax Household	Household Income	Expenses	Health Insurance	Review	Citizenship & Identity	Submit		
Step	Step 1 - People & Contacts											
Do not use your browser back button or do a screen refresh.												
We need to ask you a few more questions about each child living in the house.												
When you have finished, select "Next" to continue.												
Но	usehold	Relat	tionships					F	lequired fields are marke	d with an asterisk (*).		
	We need to determine if Charlotte V- Example has a parent(s) in the home. If he or she is not in the home, we will need to know the reason for their absence.									r their		
	the home?											
	If the parent is not listed, <u>add the parent to the household</u>											
	Who is Charlotte V- Example's parent?       * -Select Parent- ✓         Now we need to know if Charlotte V- Example's other parent is in the home. If he or she is not in the home, we will need to know the reason for the absence.								or their			
	Is Charlotte V- Example's other parent living in the $\ ^*$ $\ $ $\circledast$ $_{\rm Yes}$ $\bigcirc$ $\rm No$											
If the parent is not listed, add the parent to the household												
	Who is Charlotte V- Example's parent? * -Select Parent- >											
Now we need to know if John V- Example's other parent is in the home. If he or she is not in th								we will need to kn	ow the reason for th	eir absence.		
	ls John home?	V- Ex	ample's other	parent living in t	he * 🖲	Yes O No						
	If the parent is not listed, add the parent to the household											
	Who is J	ohn V	/- Example's pa	rent?	* -Se	lect Parent- 🗸						
	RESET F	ORM					. I F	PREVIOUS	SAVE & EXIT	NEXT 🕨		

# STEP 1: PEOPLE AND CONTRACTS – HOUSEHOLD RELATIONSHIPS

Enrollment Steps	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit			
Step 1 - Peo	ple & Contact	ts									
Do not use ye	our browser back butto	on or do a screen refres	h.								
We need to ask	you a few more qu	estions about each o	child living in the	house.							
When you have t	inished, select "Ne	ext" to continue.	Ξ	Why do we need	d this?						
						R	equired fields are marke	d with an asterisk (*).			
Household Re	elationships										
We need to absence.	determine if Char	lotte V- Example has	a parent(s) in t	he home. If he or s	he is not in the hon	ne, we will need to	know the reason fo	r their			
Does Char the home		have a parent livir	ngin * 🤇	) Yes 🔍 No							
Select why the parent is not in the household * Single Parent Adoption ~											
Now we ne absence.	ed to know if Charl	otte V- Example's ot	her parent is in t	he home. If he or s	she is not in the hor	me, we will need to	o know the reason fo	or their			
Is Charlott home?	e V- Example's of	ther parent living i	nthe * 🤇	) Yes 🖲 No							
Select why	the other parent is	not in the househol	d * Div	orced	~						
Are you w Support S		te with Oklahoma (	Child * 🔘	Yes		■ <u>More information about child support</u> <u>cooperation.</u>					
			C	No							
			C	) I would like to cla	aim good cause.						
Declining	child support servi	ces may change an a	dult's coverage	but will not affect t	he child's.						
Now we ne	ed to know if John	V- Example's other p	parent is in the h	ome. If he or she i	s not in the home,	we will need to kno	ow the reason for th	eir absence.			
Is John V- home?	Example's other	parent living in the	* (	Yes 🖲 No							
Select why	the other parent is	not in the househol	d * De	ath	~						
RESET FO	RM				P	REVIOUS	SAVE & EXIT	NEXT 🕨			

# STEP 1: PEOPLE AND CONTACTS – SIBLING RELATIONSHIPS

• Add sibling relationships for children with no parents in the home.

Enrollment Steps	0	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit		
Step 1 - People & Contacts											
Ŭ			tton or do a screen re								
We need to ask you a few more questions about some of the children. We need to know if each child shown below has any brothers or sisters in the home. Please include any half or step brothers and sisters.											
When you have finished, select "Next" to continue.											
							Re	quired fields are marked	l with an asterisk (*).		
Add Sibling	Rela	tionships									
Does Charlotte V- Example have a brother or sister in the * O Yes  No home?											
RESET FORM SAVE & EXIT NEXT >											

### STEP 1: PEOPLE AND CONTACTS – SIBLING RELATIONSHIPS

#### • Select brothers and sisters.

Enrollment Steps	0	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit		
Step 1 - Pe	Step 1 - People & Contacts										
O not use your browser back button or do a screen refresh.											
We need to ask you a few more questions about some of the children. We need to know if each child shown below has any brothers or sisters in the home. Please include any half or step brothers and sisters.											
When you have finished, select "Next" to continue.											
							R	equired fields are marke	d with an asterisk (*).		
Add Sibling	Rela	tionships									
Does Charlotte V- Example have a brother or sister in the * <ul> <li>Yes</li> <li>No</li> </ul>											
Please	selec	t all of Charlot	te V- Example's l	prothers and sisters	s. * 🗹 John 🗸	/- Example					
RESET FORM											

STEP 2

Tax

Household

#### • Review

#### Step 1 Review - People & Contacts

STEP 1

People &

Contacts

Enroliment

Steps

Ó

O Do not use your browser back button or do a screen refresh.

Please review what you told us about the people in the household. The rest of the questions will use this information.

STEP 3

Household

Income

- . If the information is correct, select "Next" to go to the next step.
- If you need to make changes, select the "Change" link next to the person or section you need to change. This will take you back to the page where you
  can change your answers. Depending on what you change, you may be asked a few more questions.

STEP 4

Expenses

STEP 5

Health

Insurance

STEP 6

Review

STEP 7

Citizenship

& Identity

STEP 8

Submit

. If you need to add another person to the household, select "Add another person."

Legal Name:	Claire V- Example	SSN:	XXX-XX-
Date of Birth:	02/19/		
Gender:	Female	Pregnant:	No
Race:	White	Hispanic or Latino origin:	No
Oklahoma Resident:	Yes	U.S. Citizen:	Yes
Documentation:	U.S. Birth Certificate		
Applying For:	SoonerCare, Insure Oklahoma,	SoonerPlan	
	Date of Birth: Gender: Race: Oklahoma Resident: Documentation:	Date of Birth: 02/19/ Gender: Female Race: White Oklahoma Resident: Yes Documentation: U.S. Birth Certificate	Date of Birth:     02/19/'       Gender:     Female       Race:     White       Oklahoma Resident:     Yes       U.S. Citizen:

Alexis Sample

• Review

Information			
Legal Name	Alexis V- Sample	S SN:	XXX-XX-5656
Date of Birth	02/19/2001		
Gender	: Female	Pregnant:	No
Race	Declined to answer	Hispanic or Latino origin:	No
Oklahoma Resident	: Yes	U.S. Citizen:	Yes
Documentation	U.S. Birth Certificate (Original or	Certified Copy)	
Applying For	Insure Oklahoma		
			Change Alexis's Informatio
Charlotte Example			
Information			
Legal Name		SSN:	XXX-XX-2525
Date of Birth			
	: Female	Pregnant:	
Race	Declined to answer	Hispanic or Latino origin:	No
Oklahoma Resident	Yes	U.S. Citizen:	Yes
Documentation	U.S. Birth Certificate (Original or	Certified Copy)	
Applying For	: None		
			Change Charlotte's Informatio
⊟ <u>John Example</u>			
Information			
	John V- Example	SSN:	XXX-XX-1313
Date of Birth	02/19/2019		
Gender	: Male		
Race	Declined to answer	Hispanic or Latino origin:	No
Oklahoma Resident	Yes	U.S. Citizen:	Yes
Documentation	U.S. Birth Certificate (Original or	Certified Copy)	
Applying For	: None		

Add another person

• Review

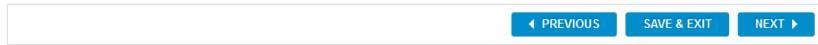
Household Questions	
Is anyone in the household Blind or Disabled?:	No
Is anyone in the household in need of Long Term Care?:	No
Is anyone in the household incarcerated (serving a sentence in prison or jail)?	No
Is anyone in the household eligible for Unemployment Benefits?	No
Were any of the following household members in foster care in Oklahoma on their 18th birthday?	No
Are you a full time college student?	Yes
Alexis V- Sample	College: Northeastern State University
	Change answers

Household Relationships							
Relationships to Applicant							
Alexis V- Sample is the Daughter of Claire V- Example							
Charlotte V- Example is the Other child residing in household of Claire V- Example							
John V- Example is the Son of Claire V- Example							
Marital Status							
Claire V- Example is Single or Unknown							
Alexis V- Sample is Single or Unknown							
Oklahoma Child Support Services							
Charlotte V- Example 's Other Parent is: <b>Divorced</b> Cooperation with Child Support Services: <b>Yes</b>							

# Sibling Relationships Sibling Relationships Charlotte V- Example is Sister of John V- Example Change sibling information

#### • Review





• A pop-up message allows one more opportunity to review and update household members before moving on to Step 2.

Enrollment Steps	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit	
Step 1 Revie	ew - People &	Contacts							
O not use ye	ur browner beek but							1	
Please review w		l Confirmat	ion				🔀 <u>Close</u>		
<ul> <li>If the inform</li> </ul>	m Please verify that all information provided for the household members are correct.								
<ul> <li>If you need can change</li> </ul>	information								
<ul> <li>If you need</li> </ul>	YES NO								
Household M	c							Hide all details	
E Claire Ex	ample							j	
Information									
		Legal Name:	Claire V- Example			SSN:	XXX-XX-		
		Date of Birth:	02/19/						
		Gender:	Female			Pregnant:	No		
		Race:	White		Hispanic or l	atino origin:	No		
	Oklal	noma Resident:	Yes			U.S. Citizen:	Yes		
	Documentation: U.S. Birth Certificate								
		Applying For:	SoonerCare, Insur	e Oklahoma, Soor	nerPlan				

#### STEP 2: TAX HOUSEHOLD

- Make selections from the drop-downs.
- Additional fields may display depending on the tax filer status.

Enrollment Steps	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit		
Step 2 - Tax Household										
O not use your browser back button or do a screen refresh.										
Now we need to a	ask you about the	people in the hou	sehold and their ta	ax filing status.						
			and whom she ca or the relationship				ned as a dependent	select how they		
When you are fin	ished, select <b>'Nex</b>	t.'								
						Re	quired fields are marked	with an asterisk (*).		
Claire V- Exam	ple									
	Tax Filer Status: * Select Tax Filer Status - ✓									
RESET FOR	RW						SAVE & EXIT	NEXT 🕨		

# STEP 2: TAX HOUSEHOLD

- Household members display based on the filing status.
- Check the individuals that will be claimed.

Enrollment Steps	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit
Step 2 - Tax	Household							
🕙 Do not use y	our browser back I	button or do a screen r	refresh.					
	-	the people in the ho		-				
		II pay taxes next yea rson is not related						dent select how
When you are fir	nished, select 'N	lext.'						
						Re	quired fields are marked	with an asterisk (*).
Claire V- Exan		Tax Filer Status: *	Tax Filer	~				
		Filing Status: *	Single		~			
Tell us abou	t any dependents t	that will be claimed or						
	exis V- Example		is the	Daughter		✓ of Claire		
Ch	arlotte V- Example	e	is the	Other child resid	ling in household	of Claire		
ol 💟	hn V- Example		is the	Son		✓ of Claire .		
						<u>Add a ta</u>	<u>x dependent not in</u>	the household
RESET FOR	RM						SAVE & EXIT	NEXT 🕨

• Step 3 collects household income and begins by collecting employment information for anyone in the household who is working.

Enrollment Steps	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit		
Step 3 - Household Income - Employment										
O not use your browser back button or do a screen refresh.										
Tell us about the household income.										
First, we'll look at money earned from a <b>job or business.</b> This includes salary, tips, etc. from working full-time or part-time for yourself or someone else. This is any income from a job that could be declared on next year's tax return. Later, we'll ask about other kinds of income.										
<u>Why do we ne</u>	ed this?									
Does anyone in	the household e	arn money from a	i job or business	?						
Yes or No is require	ed.									
Yes, at leas	t one household	member earns m	oney from a job o	or business						
O No, no one	earns money fro	m a job or busines	SS							
Select all hous	ehold members	who receive incor	ne from a full-tim	e or part-time job (	or business.					
Claire V- E	Example									
Alexis V- E	xample									
Charlotte	V- Example									
John V- E	ample									
RESET FOR	RESET FORM    PREVIOUS SAVE & EXIT NEXT									

• Add the employment details for the individual listed.

Enrollment Steps	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit			
Step 3 - Household Income - Employment         O not use your browser back button or do a screen refresh.											
Tell us about Claire's job or business. If Claire has more than one job, select <u>"Add another job"</u> to enter information about these other jobs. When you have finished adding all of Claire's income from employment, select "Next" to continue.											
Claire V- Examp	ale					Re	equired fields are marked	J with an asterisk (*)			
	Are you self-emp	bloyed? *	Select One 🗸		⊞ What if	I don't know?					
	usiness / Employe				Taxable Inc	- Select how ofte	en - 🗸				
Fede	ral Employer I.D. N A	Number: ddress:				ily, no cents) I don't know?					
		City:									
		State:	- Select state - 🗸								
	Zi	p Code:									
		Phone: *	()								
			ext:								
					Selec		Add another job for Claire Example has ano				
RESET FOR	м				PF	REVIOUS	SAVE & EXIT	NEXT 🕨			

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• If an Insure Oklahoma applicant has an EEN, click on the 'Yes' radio button and click on the 'Enter EEN' button.

Are you self-employed? * No V	⊞ <u>What if I don't know?</u>
Do you have an EEN and either receive * or will receive your health insurance from this employer? If so, please enter the EEN.	
ENTER EEN	
Business / Employer Name: *	Taxable Income: * \$ 0 - Select how often -
Federal Employer I.D. Number:	(dollars only, no cents)
Address:	What if I don't know?
City:	Average amount of hours worked per week: *
State: - Select state - V	Does this employer offer health insurance? *
Zip Code:	
Phone: * ( )	
ext:	
	Add another job for Claire E Select "Add another job" if Claire Example has another job or I

#### • Enter Employee Enrollment Number.

	n one job, select "Add another job" to enter information about these other jobs.	_
When you have finish	Enter Employee Enrollment Number	narked with an asterisk (*)
Claire V- Example A Do you have an E or will receive from this employ	Enter your EEN exactly as provided by your employer. If you have EEN's from different employers enter the one for the job that provides or will provide your health insurance. Employee Enrollment Number: * EZ8WC × UPDATE CANCEL	
Busir		
Federal I	Employer I.D. Number:     (dollars only, no cents)       Address:     Image: What if I don't know?	

• The employer's data will automatically populate.

Are you self-employed? * Do you have an EEN and either receive or will receive your health insurance from this employer? If so, please enter the EEN.	No Ves O No	⊞ <u>What if I don't know?</u> ⊞ <u>What if I don't know?</u>
Employee Enrollment Number (EEN): *	J8gPJ	Taxable Income: *
Business/Employer Name: *	MA	\$ □ - Select how often - ✓ (dollars only, no cents)
Federal Employer I.D. Number:	559	What if I don't know?
Address:	123	Average amount of hours worked per week: *
City:	OKLAHOMA CITY	Does this employer offer health insurance? *
State:	Oklahoma 🗸	
Zip Code:	ĩ	
Phone: *	( 555 ) 555 - 5555	
	ext:	
		Add employment income for Claire

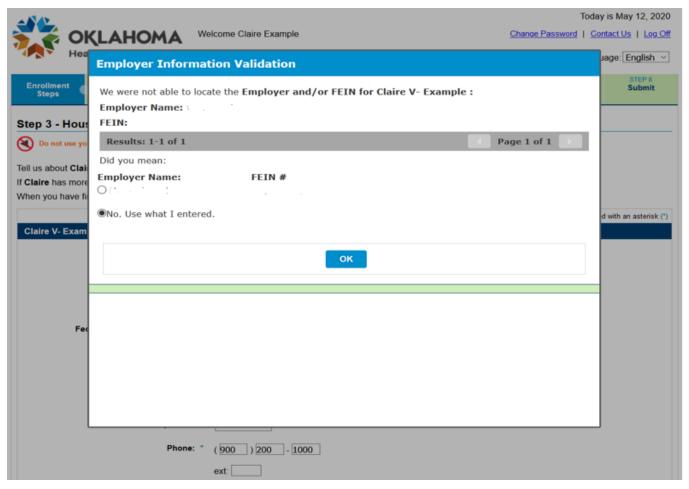
- Add Taxable Income.
- Insure Oklahoma applicants will include number of hours worked per week, and whether or not the employer offers health insurance.

Taxable Income: * \$ [50 ] [Twice a Month ♥] (dollars only, no cents)
What if I don't know? Average amount of hours worked per week: * 35 Does this employer offer health insurance? *
⊖ Yes ⊛ No
Add another job for Claire Exan Select "Add another job" if Claire Example has another job or busin

• If you don't have an EEN, add the employment details for the individual listed.

Enrollment Steps	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit
-	sehold Income	e - Employı	ment					
Do not use you	ur browser back buttor	n or do a screen n	efresh.					
	re's job or business than one job, sele		r joh" to optor infor	mation about thes	a othor jobs			
	nished adding all of							
						Re	equired fields are marked	with an asterisk (*)
Claire V- Exam	ple							
	Are you self-empl	oyed? * Se	lect One 🗸		⊞ <u>What if I</u>	don't know?		
B	usiness / Employer	Name: *			Taxable Inco	ome: * - Select how ofte	en - 🗸	
Fede	eral Employer I.D. N	umber:			(dollars on	y, no cents)		
	Ad	ldress:			⊞ <u>What if I</u>	don't know?		
		City:						
		State: - S	elect state - 🗸					
	Zip	Code:						
	1	Phone: * (	)					
		ext:						
					e		Add another job for	
					Select	"Add another job" if (	Claire Example has anot	ner job or business.
RESET FOR	M				↓ PR	EVIOUS	SAVE & EXIT	NEXT 🕨

• Validate Employer Information



• Entry of the Taxable Income fields.

Illinent People & Tax Household Expense Contacts Household Income	is Health Insurance	Review	Citizenship & identity	Su
3 - Household Income - Employment o not use your browser back botton or do a screen rolresh. about Claire's job or business. te has more than one job, select " <u>Add another job</u> " to enter information about t you have finished adding all of Claire's income from employment, select "Nex				
	t to contailue.	,	Required fields are marke	d with an i
e V. Example Are you self-employed? * Yes	图 What #1 do	nt know?		
nter your net income below. You can deduct expenses from Schedule F Business / Employer Name: * F:*********************************	Taxable Incom S 400 Mi (dollars only, I	onthly	×	
Address: City: State:Select state - [9]	B What #1.do	on't know?		
Zip Code: Phone: * (234 ) 423 - 4234 ext:				
	Select "A	dd another job" if	Add another job for Claire Example has anot	
ESET FORM	▲ PRE	VIOUS	SAVE & EXIT	NEX

• Step 3 also collects income that is not received through employment.

Enrollment Steps	People & Contacts	Tax Household	STEP 3 Household Income	STEP 4 Expenses	Health Insurance	Review	Citizenship & identity	STEP 8 Submit
ep 3 - Hou	sehold Income	- Employme	ent					
Do not use yo	or browser back botton o	or do a screen refre	sh.					
	ire's job or business							
	re than one job, selec inished adding all of (							
22							Required fields are marke	d with an asterior
laire V. Exan	nple							
	Are you self-empi	oyed? * Yes	<b>0</b>		E What if I	don't know?		
	Self Employment	the second se	Farming & Fish	ing				
		0	Other					
_			s	_				
Enter your n	net income below. Yo	u can deduct ex	penses from Sch	edule F				
	Business / Employer	Name: * p.***		-	Taxable inco			
Ee	deral Employer LD. N			-	\$ 400	Monthly ly, no cents)	×	
	2408	Contraction			-	I don't know?		
	Ad	dress:						
		City:						
		State: - Se	lect state - 😪					
	Zig	Code:						
		Phone: * (234	) 423 - 42	734				
		ext:						
		400.1						
							Add another job for	Claire Examp
					Select	t "Add enother job"	if Claire Example has anot	
RESET FOR	RM				4 P	REVIOUS	SAVE & EXIT	NEXT >
HE DE I I OI							SHALL & LINE	and a second

Enrollment Steps         STEP 1 People & Contacts         STEP 2 Tax Household Household         STEP 3 Household Income         STEP 4 Expense	STEP 5 s Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit
Step 3 - Household Income - Other				
O not use your browser back button or do a screen refresh.				
Select all of Claire Example's income sources. For each income source: <ul> <li>Enter the amount of money Claire Example receives</li> </ul>				
<ul> <li>Select how often that money is received</li> </ul>				
When you have finished, select "Next" to continue.				
			Required fields marke	d with an asterisk (*)
Claire Example				
Income Source (select all that apply)	Amount (dolla	rs only, no cents)	How Often	Received
□ I Social Security Benefits	\$		- Select ho	w often - 🗸
□ ⊞ <u>SSI (Required to determine eligibility)</u>	\$		- Select ho	w often - 🗸
□	\$		- Select ho	w often - 🗸
Dividends or Interest	\$		- Select ho	w often - 🗸
□	\$		- Select ho	w often - 🗸
□	\$		- Select ho	w often - 🗸
□	\$		- Select ho	w often - 🗸
□	\$		- Select ho	w often - 🗸
□	\$		- Select ho	w often - 🗸

• Select the other source of income then enter the amount and how often it is received.

Enrollment Steps	STEP 1 People & Contacts	STEP 2 <u>Tax</u> Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit
Step 3 - Hou	sehold Incom	ie - Other						
🔇 Do not use yo	ur browser back butto	on or do a screen	refresh.					
<ul> <li>Enter the an</li> </ul>	nount of money Cla	aire Example r	r each income sour receives	ce:				
	often that money is							
vvnen you nave n	inished, select "Ne	ext <sup>act</sup> to continue	l.				Required fields marked	with an asterisk (*)
Claire Example	Ð							()
Income Com								
Income sou	r <b>ce</b> (select all that a	p <b>ply)</b>			Amount (dol	lars only, no cents)	How Often	Received
	rce (select all that a Security Benefits	pply)			Amount (dol \$	lars only, no cents)	How Often	
□ ⊞ <u>Social</u>						lars only, no cents)		v often - 🗸
□ ⊞ <u>Social</u>	Security Benefits				\$	lars only, no cents)	- Select hov	v often - 🗸
□       ⊞       Social         □       ⊞       SSI (R         □       ⊞       Alimor	Security Benefits				\$	lars only, no cents)	- Select hov	v often - 🗸
□       ⊞       Social         □       ⊞       SSI (R         □       ⊞       Alimor         ✓       ⊞       Divide	Security Benefits lequired to determi	<u>ne eligibility)</u>			\$ \$ \$	lars only, no cents)	- Select hov - Select hov - Select hov	v often - V v often - V v often - V
□       Image: Social         Image: Social       Image: Social         Image:	Security Benefits equired to determi	<u>ne eligibility)</u> Nnnuities			\$ \$ \$ * \$10	lars only, no cents)	- Select hov - Select hov - Select hov Monthly	v often - V v often - V v often - V v often - V

• Additional sources of income continues down the page.

□	\$ - Select how often - ✓
□ ⊞ <u>Unemployment Compensation</u>	\$ - Select how often - ∨
□ ⊞ <u>Lump Sum</u>	\$ - Select how often - ✓
□	\$ - Select how often - ∨
□ ⊞ <u>Capital gains</u>	\$ - Select how often - ✓
□ ⊞ <u>Investment income</u>	\$ - Select how often - ∨
RESET FORM	♦ PREVIOUS SAVE & EXIT NEXT ►

#### STEP 4: EXPENSES

Enrollment Steps	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit
Step 4 - Exp	enses							
O not use y	our browser back but	ton or do a screen refr	esh.					
	-	ctible expenses. The		-		-		
	t be provided for al ation on deductible	Il declared expense	s. Your eligibility	period will be limi	ted until verification	is received and a	approved.	
-		ave deductible exp	enses ?					
Yes or No is requi	red.							
Yes								
O No								
Select all hous		ho have deductible	expenses					
Alexis V-								
	V- Example							
John V- E	Example							
	_				_			
RESET FO	RM				▲ PR	EVIOUS	SAVE & EXIT	NEXT 🕨

#### **STEP 4: EXPENSES**

• Enter the details for the deductible expense for each person.

Domestic Production Activity Expense

Educator expenses

Enrollment Steps	STEP 1 People & Contacts	STEP 2 <u>Tax</u> Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit
Step 4 - Exp	enses							
🕄 Do not use yo	our browser back button	or do a screen ref	fresh.					
or each expens	re Example's expens e source: nount of expense Cla			some of these a	re, select the 'Hel	o with this screen' li	nk located to the ri	ght.
<ul> <li>Select how</li> </ul>	often that expense is	paid						
<ul> <li>Verification</li> </ul>	must be provided for	all declared ex	penses.					
Your eligibili	ity period will be limite	ed until verificat	tion is received and	approved.				
⊞ More info	mation on deductible	e expenses						
/hen vou have f	inished, select "Next	" to continue						
non you nave i		to continue.					Required fields marked	d with an asteri
Claire Example	e							
Expense Pa	id (select all that apply)				Amount (doll	ars only, no cents)	How Often F	Paid
□	ny Paid				\$		- Select hov	v often - 🗸
🗆 🕀 Busine	ess expense allowed	on Form 2106			\$		- Select hov	v often - 🗸
	tible part of self-emp	lovment tax (Sc	hedule SE)		\$		- Select hov	vofton V

S

s

s

s

- Select how often - 🗸

#### STEP 4: EXPENSES

#### • Additional deductible expenses.

□ ⊞ Moving expenses allowed on Form 3903	\$	- Select how often - 🗸
□ ⊞ Penalty for early withdrawal of savings	\$	- Select how often - $\checkmark$
□ ⊞ Self-employed SEP, SIMPLE, and qualified plans	\$	- Select how often - 🗸
□	\$	- Select how often - $\checkmark$
✓ ⊞ Student Loan Interest Paid	* \$ 100	Yearly 🗸
□ I Tuition and fees allowed on Form 8917	\$	- Select how often - $\checkmark$

RESET FORM A PREVIOUS SAVE & EXIT NEXT >
--

#### **STEP 5: HEALTH INSURANCE**

#### • Tell us about any commercial health insurance.

Enrollment Steps	STEP 1 People & Contacts	STEP 2 <u>Tax</u> <u>Household</u>	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insuranc	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit
Step 5 - Hea	Ith Insuranc	e						
Oo not use y	our browser back bu	utton or do a screen refi	resh.					
by someon	vering this question e outside the hou					ncer insurance. This i	ncludes insurance c	overage paid for
⊞ <u>Why do we n</u>	eed this?							
Does anyone in	the household	have health insura	nce (not including	g SoonerCare	)?			
Yes or No is requi	red.							
Yes, at least	one household r	member has health ir	nsurance					
◯ No, no one l	nas health insurai	nce						
RESET FO	RM					♦ PREVIOUS	SAVE & EXIT	NEXT 🕨

#### **STEP 5: HEALTH INSURANCE**

rollment Steps	People & Contacts	STEP 2 Tax Household	Household Income	Expenses	Health     Insurance	STEP 6 Review	Citizenship & Identity	STEP 8 Submit
-	r browser back but information ab in one policy, se	out each hea elect <u>"Add mo</u>	Ith insurance policy. re insurance <sup>-</sup> to ente	er the informatio	n.			
	-					R	equired fields are marked	with an asterisk (*
Health Insurance		o you have? •	Major Medical     Hospitalization	◯ Cancer ◯ Other	E Te	ll me more about	coverage types	
	Com	pany Name: 1	AET		E H	w do Lenter my l	nsurance Company	2
		Address:	AETNA		^			
		City:						
		State:						
		Zip Code: Phone:						
	Pe	olicy Holder: •						
		r/ID Number: *						
		oup Number:			W	here do I find this	2	
	Eff	lective Date:					-	
	Who	's Covered?						
			Charlotte	V- Example	~			
	Supplementa	I Insurance:	Does this policy	also cover any o	f the following?			
			Dental					
			Pharmacy					
			Vision					
							Add m	nore insurance

#### **STEP 5: HEALTH INSURANCE**

/hat type of medical coverage do you have?	Major Medical      Cancer     Hospitalization     Other	Tell me more about coverage types
Company Name:		How do I enter my Insurance Company?
Address:		
City:		
State:	CA	
Zip Code:	91320	
Phone:		
Policy Holder:	Claire V- Example	
Policy Number/ID Number: 1	A0001	
Group Number:		Where do I find this?
Effective Date: 1	month 🗸 day 🗸 year 🗸 🖬	
Who's Covered?	All household members	
	Claire V- Example	
	<ul> <li>Alexis V- Example</li> <li>Charlotte V- Example</li> </ul>	
	John V- Example	
Supplemental Insurance:	Does this policy also cover any of the follo	wing?
	Dental	
	Pharmacy	
	All household members	
	Claire V- Example	
	<ul> <li>Alexis V- Example</li> <li>Charlotte V- Example</li> </ul>	
	John V- Example	
		Add more insurance" if there is another policy covering anyone in the t



#### STEP 5: HEALTH INSURANCE - MEDICARE

• Medicare is another source of health insurance that is asked about.

Enrollment Steps	STEP 1 People & Contacts	STEP 2 <u>Tax</u> Household	STEP 3 Household Income	STEP 4 Expenses	ЮН	TEP 5 lealth urance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit
~	th Insurance								
Do not use yo	ur browser back butt	on or do a screen ref	iresh.						
Does anyone in	the household ha	we Medicare?							
Yes or No is require	ed.								
⊖ Yes, at least	one household m	ember has Medica	are						
O No, no one h	nas Medicare								
RESET FOR	RM					<b>I</b> PR	EVIOUS	SAVE & EXIT	NEXT 🕨

#### **STEP 5: HEALTH INSURANCE - MEDICARE**

- Selecting Yes to the Medicare question generates a list of household members. Select the member with Medicare coverage.
- No additional information is collected.

-	r browser back butto		refresh.		 	
oes anyone in th	e household hav	e Medicare?				
Yes or No is required.						
) Yes, at least o	ne household m	ember has Me	dicare			
🔿 No, no one ha	as Medicare					
Select all house	nold members wi	ho have Medica	are.			
Claire V- Exa	ample					
Alexis V- Exa						
Charlotte V-	Example					
John V- Exa	mple					
	•					

#### • Review information provided: People and Contacts.

Enroliment Steps	STEP 1         STEP 2           People &         Tax           Contacts         Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit
Step 6 - Rev	view						
O not use y	our browser back button or do a scree	n refresh.					
You are almost	done. Take a moment for one fina	I review.					
When you are fir	nished, select 'No More Changes	to continue.					
E Step 1: Pe	ople and Contacts						
E People	2						
E Claire	e Example						
	Legal Nam	e: Claire Example			SSN:	XXX-XX-	
	Date of Birt	h: 02/19/					
	Gende	r: Female			Pregnant:	No	
	Rac	e: White		Hispanic or L	atino origin:	No	
	Oklahoma Resider	t: Yes			U.S. Citizen:	Yes	
	Documentatio	<ul> <li>U.S. Birth Certifica</li> </ul>	ite				
	Applying Fo	r: SoonerCare, Insur	re Oklahoma, Soo	nerPlan			

Alexis Sample			
Legal Na	me: Alexis Sample	S SN:	XXX-XX-5656
Date of B	irth: 02/19/2001		
Gen	der: Female	Pregnant:	No
R	ace: Declined to answer	Hispanic or Latino origin:	No
Oklahoma Resid	ent: Yes	U.S. Citizen:	Yes
Documentat	tion: U.S. Birth Certificate (Origin	nal or Certified Copy)	
Applying	For: Insure Oklahoma		
<u>Charlotte Example</u>			
Legal Na	me: Charlotte Example	SSN:	XXX-XX-2525
Date of B	irth: 02/19/2010		
Gen	der: Female	Pregnant:	No
R	ace: Declined to answer	Hispanic or Latino origin:	No
Oklahoma Resid	ent: Yes	U.S. Citizen:	Yes
Documenta	tion: U.S. Birth Certificate (Origin	nal or Certified Copy)	
Applying	For: None		
□ John Example_			
Legal Na	me: John Example	S SN:	XXX-XX-1313
		SSN:	XXX-XX-1313
Legal Na Date of B		SSN:	XXX-XX-1313
Legal Na Date of B Gen	irth: 02/19/2019	SSN: Hispanic or Latino origin:	X0X-XX-1313 No
Legal Na Date of B Gen	irth: 02/19/2019 der: Male ace: Declined to answer		No
Legal Na Date of B Gen Ra	irth: 02/19/2019 der: Male ace: Declined to answer ent: Yes	Hispanic or Latino origin: U.S. Citizen:	No

• Household questions and household relationships.



<u>Household Relationships</u>	
Relationships to Applicant	
Alexis V- Sample is the Daughter of Claire V- Example	
Charlotte V- Example is the Other child residing in household of Claire V- Example	
John V- Example is the Son of Claire V- Example	
Marital Status	
Claire V- Example is Single or Unknown	
Alexis V- Sample is Single or Unknown	
Oklahoma Child Support Services	
Charlotte V- Example 's Other Parent is: Divorced Cooperation with Child Support Services: Yes	
	Change household relationships

• Sibling relationships and contacts.

Sibling Relationships		
Charlotte V- Example is Sister of John V- Example		
		Change sibling information
<u>Contacts</u>		
Residence:	Oklahoma City, OK	
Mailing Address:	Oklahoma City, OK	
Primary Language Spoken in Household:	English	
Written Communication in:	English	
Notification Type:	Email	
Day Time Phone:	No Phone: Okay to leave Message: No	
Night Time Phone:	No Phone: Okay to leave Message: No	
Email:	ShakedownTesting@sink.sendgrid.net	
Authorized Representative:		

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• Tax household and household income.

	laire V- Example				
		Tax Filer Status:	Tax Filer	Filing Status: Single	
	Dependents claimed on tax i	return:			
	Alexis V- Example	Daughter			
	Charlotte V- Example	Other child residing in ho	ousehold		
	John V- Example	Son			
				Change tax	household inform
<u>р 3: Н</u>	lousehold Income				
Incor	<u>ne from employment</u>				
	ne from employment Example				
		Taxable Inco	ome: \$400/month	Self-employme	<sup>nt:</sup> Farming& Fishing
Claire		Taxable Inco	ome: \$400/month	Self-employme	
Claire	• Example s Example	Taxable Inco	ome: \$400/month	Self-employme	
Claire Alexis None	• Example s Example	Taxable Inco	ome: \$400/month	Self-employme	
Claire Alexis None	e Example s Example 9 otte Example	Taxable Inco	ome: \$ 400/month	Self-employme	

## **STEP 6: REVIEW**

• Other income and expenses.

Claire Example	
Dividends or Interest	\$10 / Monthly
Alexis Example	
None	
Charlotte Example	
None	
John Example	
None	
	Change other inc
<u>p 4: Expenses</u> fuctible Expenses	
<u>p 4: Expenses</u> ductible Expenses Claire V- Example	
ductible Expenses	\$ 100 / Yearly
ductible Expenses Claire V- Example	\$ 100 / Yearly
ductible Expenses Claire V- Example	\$ 100 / Yearly
ductible Expenses Claire V- Example Student Loan Interest Paid	\$ 100 / Yearly
ductible Expenses Claire V- Example Student Loan Interest Paid Alexis V- Example	\$ 100 / Yearly
ductible Expenses Claire V- Example Student Loan Interest Paid Alexis V- Example None	\$ 100 / Yearly
ductible Expenses Claire V- Example Student Loan Interest Paid Alexis V- Example None Charlotte V- Example	\$ 100 / Yearly

### STEP 6: REVIEW

• Health insurance and Medicare coverage.

Step 5: Health Insurance			
Health Insurance			
AETNA			
	Insured	Type of Coverage	
Phone Number: Group Number: Policy Number: A0001	Claire Example	MAJOR MEDICAL, PHARMACY	
	Alexis Example	MAJOR MEDICAL, PHARMACY	
	Charlotte Example	MAJOR MEDICAL, PHARMACY	
	John Example	MAJOR MEDICAL, PHARMACY	
Policy Holder: Claire Example			
Policy Holder ID: XXX-XX-3031			
		Change health insura	
Medicare Coverage			
Claire Example			
Alexis Example			
Charlotte Example			
John Example			
		Change Medicare informa	



## STEP 6: PROCESSING

Enrollment Steps	STEP 1 People & Contacts	STEP 2 <u>Tax</u> Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit
Step 6 - R	ep 6 - Review							
Do not use	Do not use your browser back button or do a screen refresh.							
You are almost	at done. Take a mom	ent for one final re	eview.					
-	finished, select 'No	<u></u>	Processing. Plea	se wait				
E <u>Step 1: F</u>	People and Contacts	1						
	ire Example							
		Legal Name:	Claire Example			SSN: )	XX-XX-	
		Date of Birth:	02/19/					
		Gender:	Female			Pregnant: N	٧o	
		Race:	White		Hispanic or Lati	ino origin: N	٩o	
	Ok	lahoma Resident:	Yes		U.:	S. Citizen:	(es	
		Documentation:	U.S. Birth Certific	ate				
		Applying For:	SoonerCare, Inst	ure Oklahoma, So	onerPlan			

## STEP 7: CITIZENSHIP AND IDENTIFY

### • Citizenship and identity.

Enrollment Steps	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit	
Step 7 - Citi	Step 7 - Citizenship & Identity								
O not use y	our browser back but	on or do a screen refr	esh.						
	verify citizenship fo that if we cannot c						blete the following infor	mation about	
⊞ <u>What docum</u>	entation is accepte	d as proof?							
							Required fields are marke	d with an asterisk (*).	
Claire V- Exa	mple								
		Country Of Birth	* United Sta	ates 💉	<ul> <li>Image: A start of the start of</li></ul>				
		State Of Birth	* Oklahoma	a 🗸					
		County Of Birth	* Adair	~					
		First Name	* Claire						
		Middle Name							
		Last Name	* Example						
Mother's Nam	ie								
		First Name	* Mother		ΞV	Vhat if I don't kno	w this?		
		Middle Name							
		Maiden Name	* Maiden						
RESET FO	RM						SAVE & EXIT	NEXT 🕨	

## STEP 7: CITIZENSHIP AND IDENTITY

### • Identity for a child under 16.

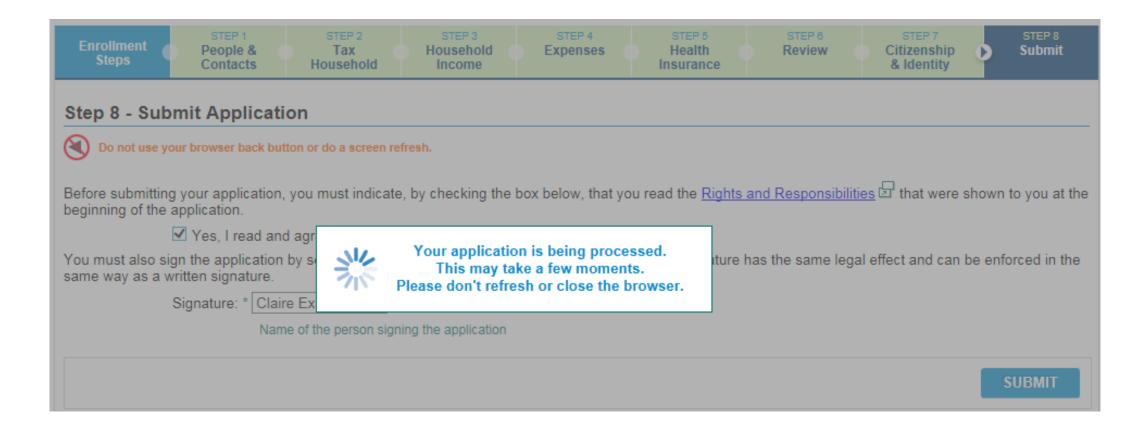
Because Alexis is under the age of 16, identity must be	e verified by either a parent or legal guardian who is living in the house with the child.
How are you, the person completing the application, * related to Alexis	<ul> <li>Parent</li> <li>Other</li> </ul>
The parent or legal guardian must read and agree to th	ne Statement of Identity of a Child (below)
I hereby state under penalty of perjury that	I have knowledge of the identity of Alexis V- Example born on 2/1/2009.
Select the name of the parent: *	Claire V- Example V

# **STEP 8: SUBMIT APPLICATION**

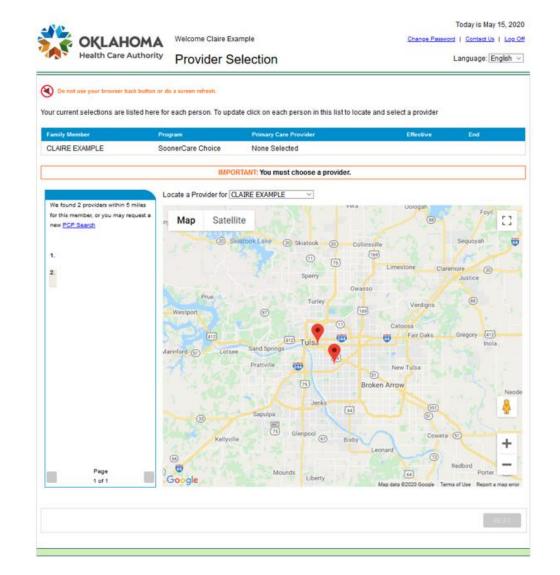
### • Submit application.

Enrollment Steps	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit
<u> </u>	omit Applicati							
0	our browser back but			av balaw, that us	read the Diabte (	and Deepensibil	ities 🖓 that were	hown to you at the
beginning of the	application.				read the <u>Rights a</u>	and Responsible	illes 🗠 that were s	shown to you at the
	Yes, I read and	agree to the Righ	nts and Responsibi	llities				
You must also si same way as a v		by selecting your	name from the list	provided. This ele	ctronic signature h	as the same leg	gal effect and can	be enforced in the
	Signature: * Clair	e Example 🗸 🗸						
	Nam	e of the person sign	ing the application					
								SUBMIT

## **STEP 8: SUBMIT APPLICATION**



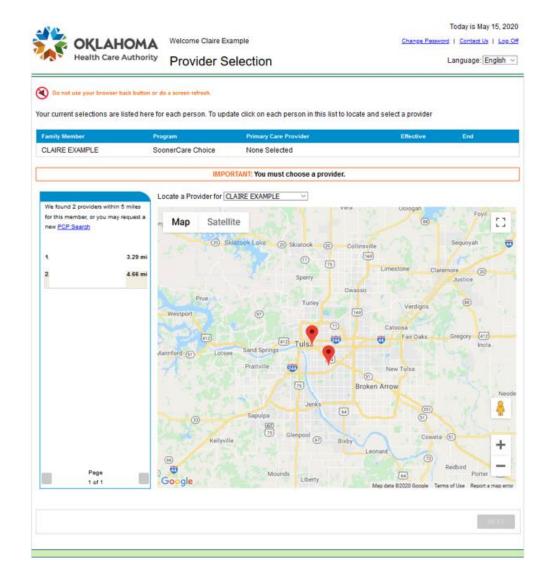
## **PROVIDER SELECTION - PCP SELECTION**



### PROVIDER SELECTION – PROVIDER DETAIL

current selections are li mity Member	sted here for each person. To upd Program	late click on each person in this list to lo Primary Care Provider	cate and select a provider Effective	End
AIRE EXAMPLE	SoonerCare Choice	None Selected		
	ІМРО	RTANT: You must choose a provider.		
	er Search			ose Foyil
r this member, ew <u>PCP Search</u> OR —	Miles from Home:	• V		yah
	Business or Last Name:			
0R —	Provider Specialty:	• V		D 17 (412)
			RESET	
				5-5

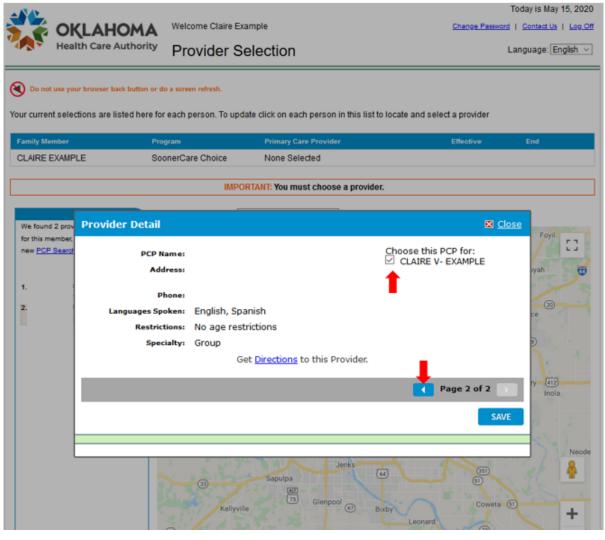
### **PROVIDER SELECTION – PCP SELECTION**



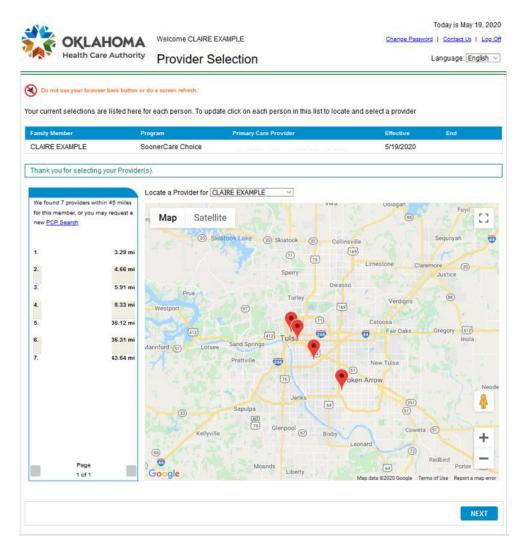
## PROVIDER SELECTION – PROVIDER DETAIL

	HOMA are Authority	Welcome Claire E Provider S		Charge Paster	Today is May 15, 20 and I <u>Contact Us</u> I Los. Language: English
Do not use your brow 'our current selections			date click on each person in thi	is list to locate and select a provider	
Family Member	Prog	ram	Primary Care Provider	Effective	End
CLAIRE EXAMPLE	Soc	nerCare Choice	None Selected		
		IMP	ORTANT: You must choose a p	rovider.	
We found 2 prov Pro	vider Detail				lose
for this member, new <u>PCP Search</u>		lame: dress:		Choose this PCP for:	yoh
2	P Languages Sp Restric		224		
	Spe	cialty: Group	Get <u>Directions</u> to this Provid	der.	
-				Page 1 of 2	tinola
<u>.</u>					No
	1 Martin	(1) Kellyv	Jorks Sapulpa (1) Glenpool (1)	Baby Coweta	31 8
Page 1 of 1		© Ø Soogle	Mounds	Leonard (7)	Redbird Porter

### PROVIDER SELECTION: PCP SELECTION

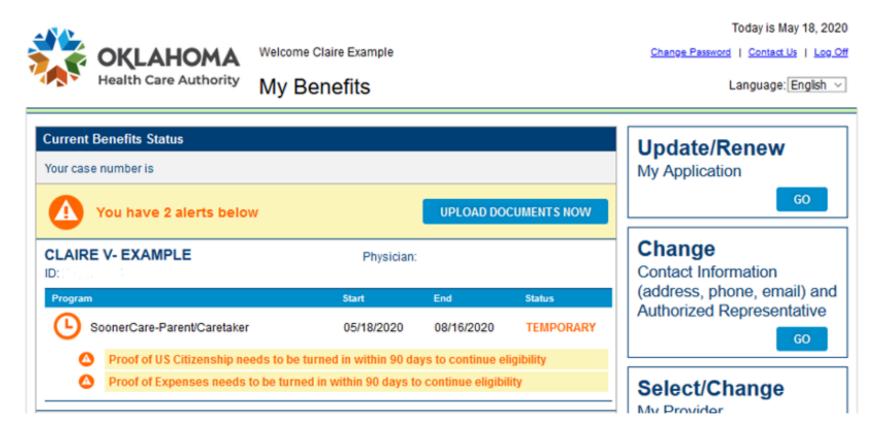


### **PROVIDER SELECTION – PROVIDER DIRECTIONS**

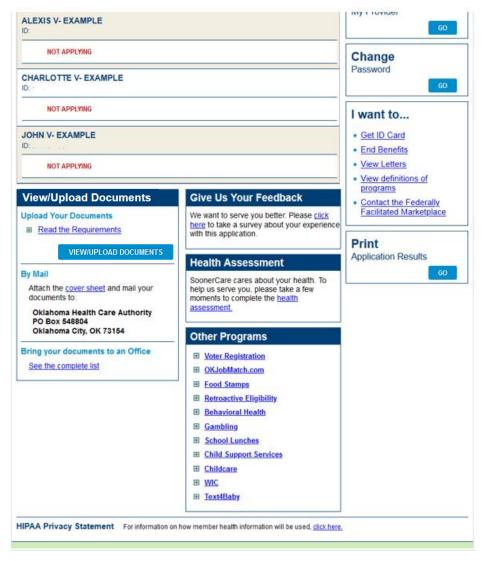


### MY BENEFITS: SUBMIT APPLICATION

• Application results – My Benefits page displays.



### MY BENEFITS: SUBMIT APPLICATION



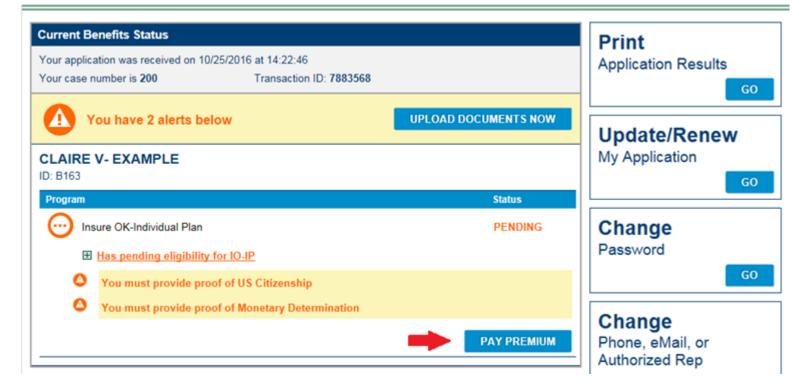
### **MY BENEFITS: SUBMIT APPLICATION**



Welcome Claire Example

Today is May 18, 2020 Change Password | Contact Us | Log Off

Language: English v



Welcome CLAIRE EXAMPLE	Make One Time Pay	ment			
Return to My Account Home	1 Add Account Information	2 Add Payment Information	3 Authorize Paymen	t 4 Confirmation	
Secure Site		B285 My Account \$8.60 invoice number you would like ctions will be saved as you sea Sea	arch or page through re		ing. You may optionally enter text " when you are finished.
	Invoice Num	ber Coverage Mont	th Amount Due	Amount To Pay	Memo
	10156	7/1/2017	\$8.60		
		C	Continue No Thanks		

Privacy Statement Refund Policy

Welcome CLAIRE EXAMPLE	Make One Time Pay	/ment			
Return to My Account Home	1 Add Account Information	2 Add Payment Information	3 Authorize Payment	4 Confirmation	
Secure Site		B289 My Account \$8.60	arch or page through rest		ying. You may optionally enter text e" when you are finished.
	Invoice Num	ber Coverage Mont	h Amount Due	Amount To Pay	Мето
	101563	7/1/2017	\$8.60	8.60	
		С	ontinue No Thanks		

Privacy Statement | Refund Policy

Welcome CLAIRE EXAMPLE	Make One Time Pay	ment			
Return to My Account Home	1 Add Account Information	2 Add Payment Information	3 Authorize Payment	4 Confirmation	
Secure Site	Account Information Account Number Selected Account to Pay Bill Due Amount Please confirm that you wou "Back" to make changes.	B289 My Account \$8.60 Ild like to pay the below invoic	es. Select the "Continue"	button to enter yo	ur payment information or select
	Invoice Number	Coverage Month A	mount Due A	mount To Pay	Memo

Invoice Number	Coverage Month	Amount Due	Amount To Pay	Memo	
101563	7/1/2017	\$8.60	\$8.60		
		\$8.60	\$8.60		
		Continue Ba	ack		

Privacy Statement Refund Policy

Welcome CLAIRE EXAMPLE	Make A One-Time Paym	ient					
Return to My Account Home	1 Add Account Information 2 Ad	Id Payment Information	3 Authorize Paym	ent 4 Confirm	mation		
Secure Site	Account Information To make changes, click on the "C Account Number Selected Account to Pay	hange Selection" button. B289 My Account	Do not use your bro	wser Back but		e Selection	
	Bill Due Amount Enter Payment Informatic * Indicates required field	\$8.60	VISA	DISCOVER NOR	The	ere is no fee to use th	nis service
	Payment Method *	<ul> <li>Debit Card</li> <li>Bank Account</li> </ul>					
	Card Number * Card Expiration Date *	06 - Jun ∨ 2017	✓				
	ZIP/Postal Code * Payment Method Nickname * Payment Delivery Date * Schedule up to 60 days in future	My Payment Metho 06/13/2017 (mm/dd/yyyy)	nd				
	Payment Amount Enter dollars and cents Save this payment account to p	\$8.60 your profile					
	Next, review your information and your account click the "Change Se	election" button above, do		ser Back buttor		nt process and exit.	Fo change

Welcome CLAIRE EXAMPLE	Make A One-Time Payment					
Return to My Account Home	1 Add Account Information         2 Add Payment Information         3 Authorize Payment         4 Confirmation					
Secure Site	Account Information         To make changes, click on the "Change Selection" button. Do not use your browser Back button.         Account Number       B28         Selected Account to Pay       My Account         Bill Due Amount       \$8.60					
	Enter Payment Information					
	* Indicates required field Credit Card VISA Credit Card There is no fee to use this service Payment Method * Debit Card VISA Conce Bank Account Credit Card Conce					
	Type of Account *     Checking ♥       Bank Account Type *     Personal ♥       Bank Routing Number *					
	What's This? Confirm Account Number * Name On Account * Payment Method Nickname * My Payment Method					
	Payment Delivery Date * 06/13/2017 IIII (mm/dd/yyyy)					
	Payment Amount \$8.60 Enter dollars and cents					
	Save this payment account to your profile					
	Next, review your information and give approval for this payment. Click "No Thanks" to stop this payment process and exit. To change your account click the "Change Selection" button above, do not use your browser Back button. Continue No Thanks					

Welcome CLAIRE EXAMPLE	Make A One-Time Pa	ayment			
Return to My Account Home	1 Add Account Information	2 Add Payment Information	3 Authorize Payment	4 Confirmation	
Secure Site	Account Information Review the information you h Account Number Selected Account to Pay Bill Due Amount	nave entered. To make change B28 My Account \$8.60	es, click on "Change Sele	ction". Do not use your browser Back button. Change Selection	
	5	he "Edit Payment Information"	button. Do not use your	browser Back button.	
	Bank Account Number Bank Name	*****0011 WELLS			
	Payment Amount	\$8.60		Edit Payment Information	
	Payment Delivery Date	6/14/2017		Luit rayment mormation	
	E-Mail Address				
	Click "Authorize Payment" to complete this payment and charge your account. You will receive a confirmation number that you can print for your records. Click "No Thanks" to stop this payment process and exit. Do not use your browser Back Button. Do not double-click the payment button or refresh this page after you hav authorized your payment. Only click once to avoid				
		receive a confirmation numbe		horized your payment. Only click once to avoid our records. Click "No Thanks" to stop this payment	
	✓ I have read and acce	ept the terms and condition	ons	Read the full Legal Statement	
	Please click "Authorize Payment" to charge your account, and to receive a confirmation number.           Authorize Payment         No Thanks				

Welcome CLAIRE EXAMPLE	Make A One-Time Pa	yment			
Return to My Account	1 Add Account Information	2 Add Payment Information	3 Authorize Payment	4 Confirmation	
Home					
Secure Site	Your payment	has been approved. Your co	nfirmation number is EP	5700.	
Entrust					
SSL AVERNEY	Account Summary				
	Account Number	B289			
	Selected Account to Pay	My Account			
	Bill Due Amount	\$8.60			
	Payment Summary You may wish to print this page	ge for your records. A copy of	this has been sent to the	e e-mail address shown below.	
	Bank Account Number	****0011			🗄 Print
	Bank Name	WELLS			
	Payment Amount	\$8.60			
	Payment Delivery Date	6/14/2017			
	E-Mail Address				
	Thank you for using the Bill Return to My Account Home	Pay Site!			
		Privacy Statement R	efund Policy		

### MY BENEFITS: BENEFITS SUMMARY



Welcome Claire Example

My Benefits

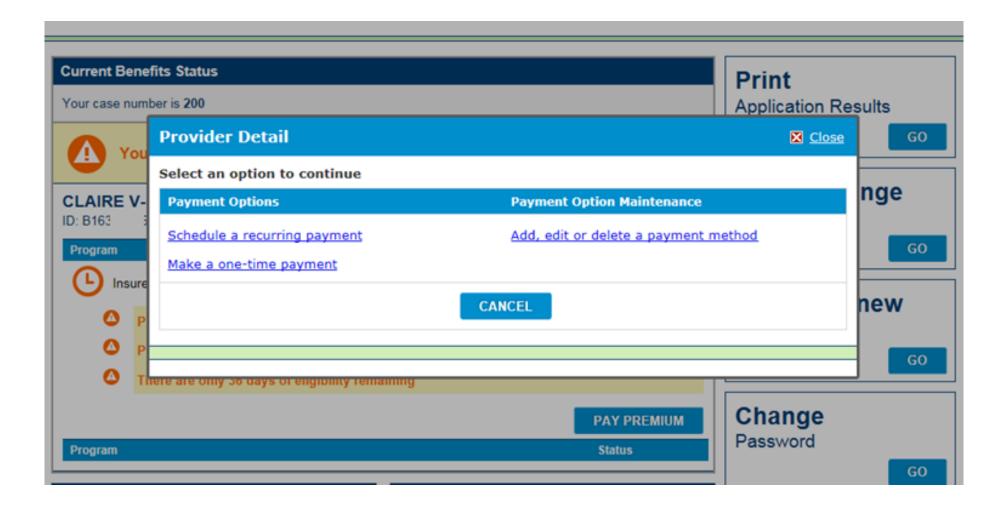
Today is May 18, 2020

Change Password | Contact Us | Log.Off

Language: English 🖂

Current Be	enefits Status				Print
Your case number is 20(				Application Results	
<b>(</b> ) Y	ou have 3 alerts below		UPLOAD D	OCUMENTS NOW	GO
	V- EXAMPLE		Phy	sician:	Select/Change My Provider
Program		Start	End	Status	GO
	ure Oklahoma-Unemployed	11/01/2016	11/30/2016	TEMPORARY	Update/Renew
Proof of US Citizenship needs to be turned in within 90 days to continue eligibility			My Application		
٥	Proof of Monetary Determination ne	eds to be turned in	n within 31 days to	continue eligibility	GO
٥	There are only 36 days of eligibility	remaining			
			I	PAY PREMIUM	Change Password

## MY BENEFITS: BENEFITS SUMMARY



### MY BENEFITS: BENEFITS SUMMARY

### **View/Upload Documents**

### **View or Upload Your Documents**

Read the Requirements

### VIEW/UPLOAD DOCUMENTS

### By Mail

Attach the <u>cover sheet</u> and mail your documents to:

Oklahoma Health Care Authority PO Box 548804 Oklahoma City, OK 73154

Bring your documents to an Office

See the complete list

### **Give Us Your Feedback**

We want to serve you better. Please <u>click here</u> to take a survey about your experience with this application.

### **Other Programs**

- E Voter Registration
- OKJobMatch.com
- Food Stamps

### DOCUMENTS: BENEFITS SUMMARY

#### Documents



Please allow up to 21 business days for your document(s) to be processed.

If you prefer to mail in your documents, print the cover sheet and mail it with a copy of your documents to OHCA. Please NO originals, they will NOT be returned. (If mailed in, processing time could take longer than 21 days).

Uploaded documents will be available to view when the documents are assigned to a clerk.

UPLOAD DOCUMENTS NOW

Documents				
Document Name	Upload Date	Status	Status Date	View
TEST DOCUMENT FOR MANUAL UPDATES.pdf	11/13/2020 12:03:44 PM	Pending Approval	11/13/2020 12:03:44 PM	
fra - RecentlyUploaded_Test.pdf	11/6/2020 10:52:49 AM	Pending Approval	11/6/2020 10:52:49 AM	<u>Open</u>
fra - Copy (27).pdf	11/6/2020 9:12:50 AM	Pending Approval	11/6/2020 9:12:50 AM	<u>Open</u>
fra - Copy (24).pdf	11/6/2020 9:12:50 AM	Pending Approval	11/6/2020 9:12:50 AM	<u>Open</u>
fra - Copy (23).pdf	11/6/2020 9:12:49 AM	Pending Approval	11/6/2020 9:12:49 AM	<u>Open</u>
fra - Copy (22).pdf	11/6/2020 9:12:49 AM	Pending Approval	11/6/2020 9:12:49 AM	<u>Open</u>
fra - Copy (26).pdf	11/6/2020 9:12:49 AM	Pending Approval	11/6/2020 9:12:49 AM	<u>Open</u>
fra - Copy (25).pdf	11/6/2020 9:12:48 AM	Pending Approval	11/6/2020 9:12:48 AM	<u>Open</u>
fra - Copy (28).pdf	11/6/2020 9:12:47 AM	Pending Approval	11/6/2020 9:12:47 AM	<u>Open</u>
fra - Copy (10).pdf	11/6/2020 9:09:21 AM	Pending Approval	11/6/2020 9:09:21 AM	<u>Open</u>
			Page 1	of 3 💽

RETURN TO HOME PAGE

## UPLOADING DOCUMENT: BENEFITS SUMMARY

#### **Document Upload**



Do not upload files that are password protected. Password protection prevents us from viewing your documents.

Each document file must be less than 10MB. Acceptable file formats are: .pdf, .gif, .jpg, .png, .tif, .tiff, and .bmp.

Click on the 'Browse' button and select the files to add to your Documents to Send list. When you have added all of the needed documents to the list, click the 'Upload' button.

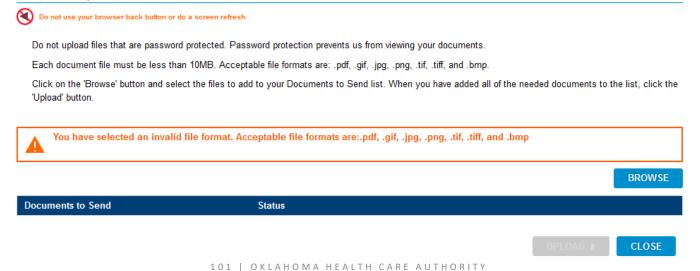


### DOCUMENT UPLOADING: BENEFITS SUMMARY

• Uploading a document.

Choose File to Upload	et. Elegentite · European Electronic	×
🕞 💭 🗢 🔳 Desktop 🕨		👻 🔩 Search Desktop 🔎
Organize 🔻 New folder		II - 🗌 📀
🚖 Favorites	Name	Size Item tyr
E Desktop	TEST DOCUMENT FOR MANUAL UPDATES.pdf	f 82 KB Adobe /
S Recent Places		
Downloads Elbraries	=	
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🞇 Libraries		
Documents		
🕹 Music		
le Pictures		
🧸 Videos		-
	▼ ∢ [	۲. Electric de la construcción de la const
File name: TEST DOC	UMENT FOR MANUAL UPDATES.pdf	▼ All Files (*.*) ▼
		Open Cancel

#### **Document Upload**



### DOCUMENT UPLOADING: BENEFITS SUMMARY

### • Uploading a document.

### **Document Upload**

Oo not use your browser back button or do a screen refresh.

Do not upload files that are password protected. Password protection prevents us from viewing your documents.

Each document file must be less than 10MB. Acceptable file formats are: .pdf, .gif, .jpg, .png, .tif, .tiff, and .bmp.

Click on the 'Browse' button and select the files to add to your Documents to Send list. When you have added all of the needed documents to the list, click the 'Upload' button.



# DOCUMENT UPLOADING: BENEFITS SUMMARY

### • Upload successful.

### Document Upload

Oo not use your browser back button or do a screen refresh.

Do not upload files that are password protected. Password protection prevents us from viewing your documents.

Each document file must be less than 10MB. Acceptable file formats are: .pdf, .gif, .jpg, .png, .tif, .tiff, and .bmp.

Click on the 'Browse' button and select the files to add to your Documents to Send list. When you have added all of the needed documents to the list, click the 'Upload' button.

🙂 Success! Documents marked with 📀 have been received by OHCA and will be processed in up to 21 business days.

#### BROWSE

Documents to Send	Status
TEST DOCUMENT FOR MANUAL UPDATES.pdf	Upload Completed Successfully. Received 306KB.



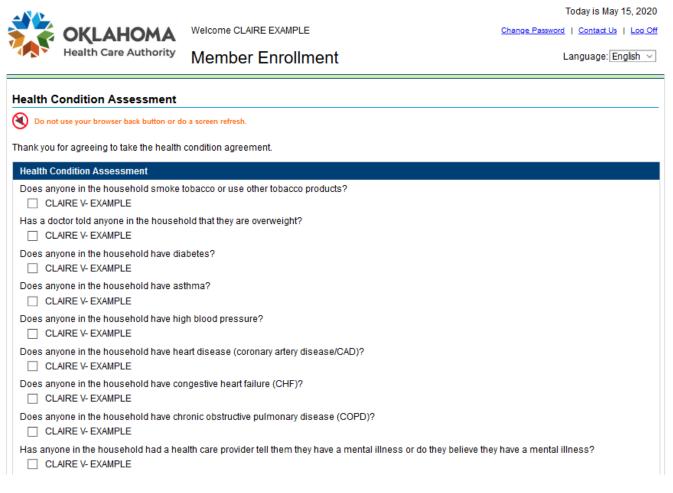
# MY BENEFITS PAGE: HEALTH CONDITION ASSESSMENT

• Application results.

View/Upload Documents	Give Us Your Feedback
Upload Your Documents	We want to serve you better. Please <u>click her</u> to take a survey about your experience with this application.
VIEW/UPLOAD DOCUMENTS	Health Assessment
By Mail Attach the <u>cover sheet</u> and mail your documents to:	SoonerCare cares about your health. To help us serve you, please take a few moments to complete the <u>health assessment.</u>
Oklahoma Health Care Authority PO Box 548804 Oklahoma City, OK 73154	Other Programs
Bring your documents to an Office See the complete list	⊞ Voter Registration             ⊞ OKJobMatch.com             ⊞ School Lunches
	⊞ Childcare     ☐
	<ul> <li></li></ul>

# HEALTH CONDITION ASSESSMENT

• Health condition assessment questions.



## HEALTH CONDITION ASSESSMENT

• Health condition assessment questions.

Does anyone in this household worry that they use too much alcohol or drugs? CLAIRE V- EXAMPLE
Does anyone in the household take more than 6 prescription medications?  CLAIRE V- EXAMPLE
Does anyone in the household see more than 3 doctors on a regular basis? CLAIRE V- EXAMPLE
Does anyone in the household use special medical equipment or supplies? CLAIRE V- EXAMPLE
Has anyone in the household been to the emergency room more than 3 times in the past 3 months? CLAIRE V- EXAMPLE
Has anyone in the household been hospitalized for something other than routine surgery or procedure in the past 3 months? <ul> <li>CLAIRE V- EXAMPLE</li> </ul>
Thank you for completing the assessment. If you meet criteria for one of our care management programs, you will be contacted by telephone or letter.
SUBMIT CANCEL

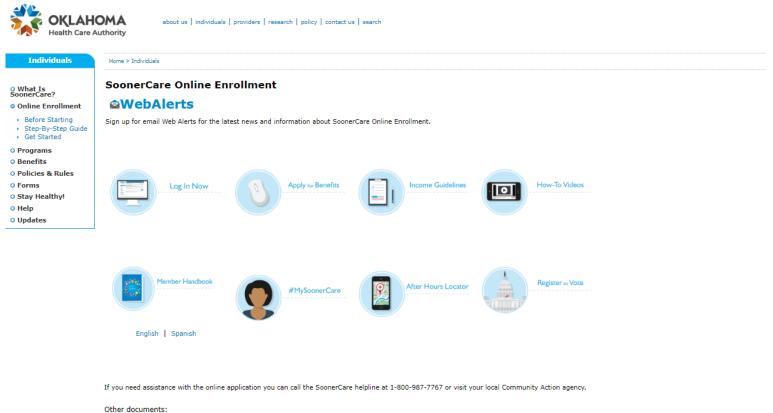
# MY BENEFITS PAGE – OTHER PROGRAMS

• Application results.

### Other Programs

- Voter Registration
- OKJobMatch.com
- Food Stamps
- Federally Facilitated Marketplace
- School Lunches
- <u>Child Support Services</u>
- Ⅲ WIC
- Behavioral Health
- E Childcare
- E Text4Baby

### RETURNING TO THE APPLICATION: MANAGE ACCOUNT



- Concertation
- SoonerCare FAQs
   Health Insurance Marketplace Application English
- Health Insurance Marketplace Application Spanish
- 12 Month Income Statement Profit and Loss English
- 12 Month Income Statement Profit and Loss Spanish
- Lottery Gambling Winnings Monthly Income

Nondiscrimination Notice | Legal Notices | Public Notices | Language Assistance | Site Map | Employee E-Mail Access Oklahoma's Medicaid Agency

### RETURNING TO THE APPLICATION: LOG ON TO YOUR ACCOUNT

		Today is May 13, 2020
	Welcome	Contact Us
Health Care Authority	Member Enrollment	Language: English 🗸
Log On or Create Your Accoun	t	
O not use your browser back button or do a	a screen refresh.	
your authorized representative.	enter your User ID or e-mail address below, with your password. The may enter a User ID (or E-Mail Address) to begin the application but at least one in dress: *	
Pass	word: *	Forgot your Password?
		LOG ON
If you do not have a user account, but you	have your Personal Identification Number (PIN), you may create an	account using your PIN now.
If you do not have a user account or PIN, p	lease <u>create a new account</u> now.	

#### **RETURNING TO THE APPLICATION: APPLICATION**

Enrollment Steps	STEP 1 People & Contacts	STEP 2 Tax Household	STEP 3 Household Income	STEP 4 Expenses	STEP 5 Health Insurance	STEP 6 Review	STEP 7 Citizenship & Identity	STEP 8 Submit
SoonerCare H	lealth Bene	fits - Online /	Application					
🕙 Do not use you	r browser back but	tton or do a screen re	fresh.					
Welcome back.								
The application yo	u started on 10/2	21/2016 is not com	nplete. You stoppe	ed at <u>Step 1, Peop</u>	le & Contacts.			
To review what you	u told us, select	any of the links be	low.					
E Step 1: Peop	le and Contacts							
Select "Continue"	to complete the	application.						
							_	CONTINUE
								CONTINUE

#### **MY BENEFITS PAGE: MY BENEFITS**



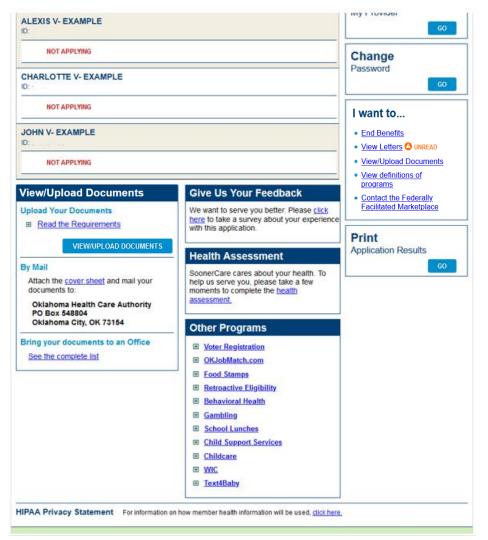
Welcome Claire Example

Today is May 18, 2020 Change Password | Contact Us | Log Off

Language: English 🗸

Your case number is	My Application			
You have 2 alerts below		UPLOAD DO	CUMENTS NOW	GO
CLAIRE V- EXAMPLE	Physician:			Change Contact Information
Program	Start	End	Status	(address, phone, email) and
SoonerCare-Parent/Caretaker	05/18/2020	08/16/2020	TEMPORARY	Authorized Representative
Proof of US Citizenship needs to be	turned in within 90 da	iys to continue el	igibility	
Proof of Expenses needs to be turn	ed in within 90 days to	o continue eligibil	lity	Select/Change

#### MY BENEFITS PAGE: MY BENEFITS



#### MY BENEFITS PAGE: GET ID CARD

# I want to... Get ID Card End Benefits View Letters O UNREAD View/Upload Documents View definitions of programs Contact the Federally Facilitated Marketplace

#### PRINT ID CARD: GET ID CARD



Welcome CLAIRE EXAMPLE

Member Enrollment

Today is May 18, 2020
<u>Change Password</u> | <u>Contact Us</u> | <u>Log Off</u>

Language: English V

#### Print ID Card

Do not use your browser back button or do a screen refresh.

Select each member that you would like to generate a card for. You will be able to print or save this card to your computer.

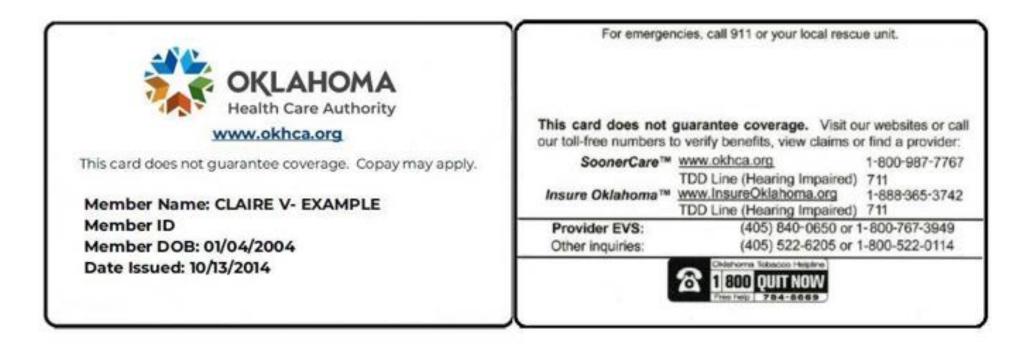
Only members that are currently eligible will be allowed to print a card.

Select All

Member

PRINT	CANO

#### PRINT ID CARD



#### MY BENEFITS: END BENEFITS

## I want to... Get ID Card End Benefits ← View Letters O UNREAD View/Upload Documents View definitions of programs

 <u>Contact the Federally</u> <u>Facilitated Marketplace</u>

#### MY BENEFITS: END BENEFITS



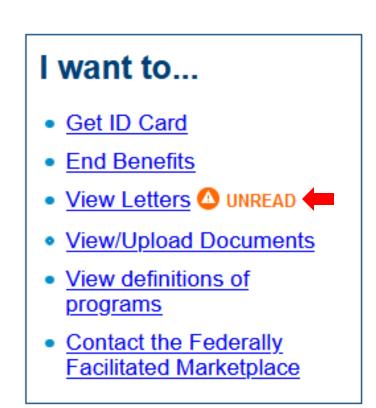
Today is October 16, 2020

Change Password | Contact Us | Log Off

Language: English 🗸

🚺 Do not use your browser back button or do a screen refresh.	
is does not remove the person from the case. It only ends the benefits for the selected person(s).	
you need to remove the person from the case, then you must <u>update your application</u> to show that the person has left you eed assistance, contact the SoonerCare Helpline at 1-800-987-7767.	r household and resubmit it. If yo
hanged your mind? Go Back to <u>My Benefits</u>	
R	equired fields are marked with an asteris
Whose benefits will end? * <ul> <li>All household members</li> <li>Only certain household member(s)</li> </ul>	1
Reason * Member's request due to other insurance	
Member	
Z DAVID MILLER	
	CANCEL NEXT >

#### MY BENEFITS: VIEW LETTERS



#### LETTERS: VIEW LETTERS

		Today is May 15, 2020
	Welcome CLAIRE EXAMPLE	Change Password   Contact Us   Log Off
Health Care Authority	Member Enrollment	Language: English 🗸
Letters		
Do not use your browser back button or d	o a screen refresh.	
	Letters for: * Case ~	
	Letters relating to: * - All	
	Date Range: * 30 Days 🗸	
		SEARCH
For any changes in eligibility made toda	ay, the letter will be available within 24 hours.	
If you need to see a letter over two years	s old, please contact the SoonerCare Helpline at 1-800	-987-7767. For Insure Oklahoma call 1-888-365-3742.
		RETURN TO HOME PAGE

#### LETTERS: VIEW LETTERS

		Today is May 18, 2020
OKLAHOMA Health Care Authority	Welcome Claire Example	Change Password   Contact Us   Log Off
	Member Enrollment	Language: English 🗸
Letters		
Do not use your browser back button or do	a screen refresh.	
	Letters for: * Member ~	
	Member: * CLAIRE EXAMPLE -	· · · · · · · · · · · · · · · · · · ·
	Letters relating to: * - All -	
	Date Range: * 30 Days ~	
		SEARCH
For any changes in eligibility made toda If you need to see a letter over two years	, the letter will be available within 24 hours. old, please contact the SoonerCare Helpline at 1-800	)-987-7767. For Insure Oklahoma call 1-888-365-3742.
		RETURN TO HOME PAGE

#### LETTERS: VIEW LETTERS

					Today is May 15, 2020
🟹 OKLA	HOMA	Welcome CLAIRE E	XAMPLE	Change Pas	sword   Contact Us   Log Of
Health Care Authority		Member En	rollment		Language: English 🗸
etters					
Do not use your brows	er back button or d	o a screen refresh.			
			Case  V All -  V 90 Days  V		
					SEARCH
Letters Letter Date	Lette	r Name	Letter Type	Status	View
20200331	Cas	e Status	DET-9001-D	Unread	<u>Open</u>
					Page 1 of 1
		ay, the letter will be avail s old, please contact the	able within 24 hours. 9 SoonerCare Helpline at 1-800-98	7-7767. For Insure Oklahoma	a call 1-888-365-3742.
				R	ETURN TO HOME PAGE

#### **CONTACT US**

SoonerCare Oklahoma Health Care Authority 1-800-987-7767 8 a.m. to 5 p.m. Monday-Friday