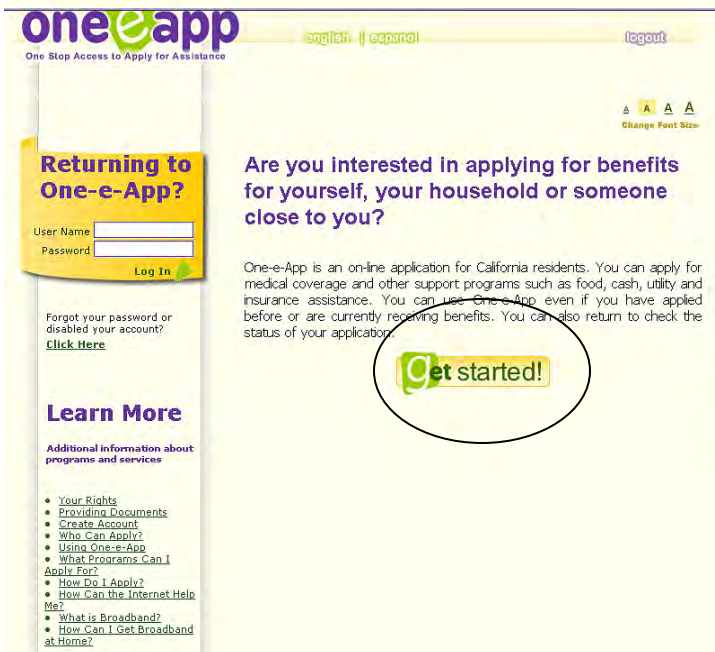


Welcome Screen

Step 1:

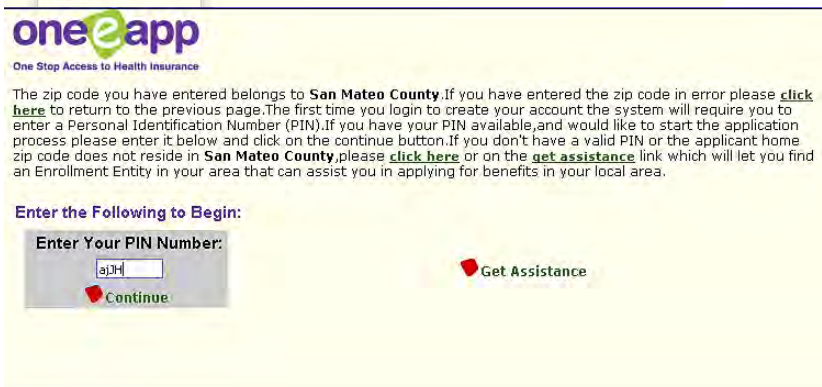
Enter your 5-digit zip code



Get Started

Step 2:

New users must click “Get Started” to set up account.



PIN Number

Step 3:

Enter your pin number located on your renewal notice.

Once you have entered your pin, click on “Continue”

This window is used by One-e-app to protect you from other people accessing your information if you have to leave this computer. If you close this

You will get a pop-up. This little pop-up must remain open throughout the app process or your session will end. It's for security reasons.

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Step 1 of 5: User Agreement

User Agreement

Your application, including all your information, will be submitted electronically to the following agencies for an official decision about your eligibility.

- California County Health Plans
- California County Human Services Agencies
- Healthy Families
- Child Health Disability Prevention Program
- Medi-Cal
- State of California Department of Health Services
- Kaiser Permanente

You are responsible for answering all of the questions in the application truthfully and completely. Prior to submitting the application you will be asked to sign the application electronically confirming under penalty of perjury that the statements made about persons in your home, income, assets, property and all other information you have given to the above mentioned agencies and their contractors that relates to your eligibility for benefits is true and correct to the best of your knowledge, and that you have not withheld any information.

Please scroll down and read the entire User Agreement, then mark whether you agree to accept the conditions.

I Agree I Do Not Agree

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Set Up My Account

Step 2 of 5: Tell Us About Yourself

Please provide the information requested below to begin creating your account. You will be able to change your information at any time using the 'Change My Account Information' menu option when you log in.

First Name

Middle Name

Last Name

Suffix (Jr, Sr, etc.)

E-mail

Home Phone

Cell Phone

Work Phone

Message/Emergency Phone

Contact Us Learn More Next

User Agreement

Step 4:

You will be required to review the entire agreement before you can proceed. Once reviewed and if you agree with the terms and condition you click on "I Agree" and then Next.

Tell Us About Yourself

Step 5:

Enter your personal information.

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Set Up My Account

Step 3 of 5: Give Us Your Address

Are you homeless? Yes No

Are your home and mailing addresses the same? Yes No

Home and Mailing Address

Zip Code -

Delivery Type

Street Number

Prefix

Street Name

Post Direction

Unit Type and Number

City

State

County

Would you like to use your personal and address information in applications for you and your household?
(Changing information on this page will not change information on any existing applications.) Yes No

Gives Us your Address

Step 6:

Enter your current address, if different than prior year, click **“Yes”** to the question at the bottom to update application info.

Clicking Next brings up the USPS address verification.

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Set Up My Account

Step 4 of 5: Choose Your User Name and Password

Create a user name

Create an unique user name that is easy for you to remember. (For your security, you will be prompted to enter a different user name if the one you have chosen is already taken.)

- Pick a name that you will remember
- Your user name is not case sensitive (upper case letters are the same as lower case letters)
- You may use special characters (e.g., !@#\$\$%^&*()_+?><)
- You may use numbers
- You may use your e-mail address if it is not more than 15 characters
- No spaces between characters are allowed
- Do not use your Social Security Number

User name ?

Your User Name and Password

Step 7:

You will be prompted to choose a user name and password

You also will be prompted to select a secret question and answer and an electronic signature.

Choose a password

Create a password with the following characteristics:

- Must be at least 8 characters in length
- Must contain at least one number
- Must contain at least one special character (such as !, @, #, \$, %, ^, &, *, (,))
- Must be a combination of upper and lower case characters
- Example: Winter01\$

Enter your password Weak

Re-enter your password

Create an electronic signature

Please enter your name in the blank below that will be used throughout the application to be your signature. You will be asked to repeat your name when a signature is required.

Ramses

Choose a secret question

Choosing a secret question allows you to enter your account in the event that you cannot remember your password. Choose one of the questions for which the answer is easy to remember and enter your answer to the question.

The answer is case sensitive. For example, if you enter 'Lassie,' you must always use a capital 'L' when entering your answer.

Choose a secret question ?

Your answer ?

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Set Up My Account

Step 5 of 5: Confirm Your Account Details

Congratulations! You have completed entering information for your One-e-App account. Review the information below. You may change any incorrect information by clicking [Edit](#)

About Yourself Edit	
Name	Rivas Ramses
E-mail	
Home Phone	650-111-1111
Cell Phone	N/A
Work Phone	N/A
Message/Emergency Phone	N/A
Your Address Edit	
Home Address	
Delivery Type	Street Address
Address 1	674 SW Brittany CV NW
Address 2	BLDG 10
City	SF International Service Ctr
State	California
County	San Mateo
Zip	94013
Mailing Address	
Delivery Type	Street Address
Address 1	674 SW Brittany CV NW
Address 2	BLDG 10
City	SF International Service Ctr
State	California
Zip	94013
User Account Information Edit	
User Name	rramses
Password	*****
Electronic Signature	Rramsес
Secret Question	What is your nickname?
Secret Question Answer	*****

Suggestion: Print this page, fill in your password and secret question answers and save for your records. Click 'Next' to display your 'One-e-App' home page.

[Contact Us](#) [Learn More](#) [Next](#)

You also will be prompted to select a secret question and answer and an electronic signature.

Confirm Your Account Details

Step 8:

This page is a summary of what has been entered. You can edit any part by clicking on "Edit".

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Welcome to **my oneeapp** Rivas Ramses

My Application Assistance

- Reprint My Application and Forms
- View Announcements
- View Messages
- Change Font Size
- Attach Scanned Documents
- View Scanned Documents
- Print Blank Forms

My Account Options

- Change My Account Information
- Change My Password
- Change My Secret Question
- Lock My Account

[Learn More](#) [Contact Us](#)

My Account [Hide](#)

Rivas Ramses
674 SW Brittany CV NW BLDG 10
SF International Service Ctr CA 94013

E-mail: _____
Home Phone: (650)111-1111

[Change My Account Information](#)

My Applications [Hide](#)

My Household

Application Status and Information
Summary of Your Application Status

Note: Click on Application ID to view the application details.

Action	Application ID	Creation Date	Status	Verification Received	View Summary
Modify	10001201102700089	1/28/2011	Submitted (Awaiting Decision)	Yes	

Continue

My Account

This is your dashboard. When renewing the Action column will say "Continue". If you already submitted app it will say Modify as it does here.

Status will state what is going on with the app.

Clicking Continue here will take you to the very last place you were in the app.

close

Application Status and Information
Summary of Your Application Status

Applicant ID	Creation Date	Status	Verification Received	View Summary
10001201102700089	1/28/2011	Submitted (Awaiting Decision)	Yes	

Household Members Information
Information entered for the persons in the household

Applicant Name	Date of Birth	Gender	Applying for Coverage
Ramses Paz Rivas	12/30/1977	Male	Yes
Milagros Zepeda Rivas	12/26/1971	Female	Yes

Potential Program Eligibility
Program list for applying persons in the household

Action	Applicant Name	Program Name	Submitted	Program Status
Continue	Milagros Zepeda Rivas	ACE	1/28/2011	Approved
Continue	Ramses Paz Rivas	ACE	1/28/2011	Approved

Application ID: **41000201102300252** | Submission Date: **01/24/2011**

Permanent Verification Documents	FAX	
	1/25/2011	2/14/2011
Ramses Paz Rivas - Proof of US Citizenship or US Legal Residency	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ramses Paz Rivas - ACE Rights & Declarations	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Milagros Zepeda Rivas - Proof of US Citizenship or US Legal Residency	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Milagros Zepeda Rivas - ACE Rights & Declarations	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Application ID: **41000201102300252** | Submission Date: **01/24/2011**

Clicking on the app id will give you the very next screen App Status and Information.

Clicking on **Yes** at Verification Received will give you the document archive (second screen)

Attach Scanned Documents to My One-e-App Application

You will need to provide several documents to verify the information you entered in your application. The *Attach Scanned Documents* will list the types of proof required for the person(s) entered into the system, based off of the information you entered into the system. You can upload scanned documents that will be electronically attached to your application. Please use the *Browse* button to locate the document and then the *Attach* button to upload the document to the system.

IMPORTANT: If you are not using your machine, please remember to remove your personal documents from the machine that you are using.

Application ID: 10001201102700089

Date Submitted: 2/18/2011
(47 days)

You can upload multiple files by using the Bulk Upload Option to use this method click on the Bulk Upload button to start the document attachment process, you may opt to use the table below to attach your required document to each program listed.

[Bulk Upload](#) [View Documents](#)

Required Verification Documents

Person Name	Program	Verification Documents	Select File	Date Attached	Preview Documents	Remove
Ramses Paz Rivas	ACE	Proof of Income	<input type="text"/> Browse...	Attach	N/A	Pending Verification
Milagros Zepeda Rivas	ACE	Proof of Income	<input type="text"/> Browse...	Attach	N/A	Pending Verification
Ramses Paz Rivas	ACE	Proof of Residency	<input type="text"/> Browse...	Attach	N/A	Pending Verification
Milagros Zepeda Rivas	ACE	Proof of Residency	<input type="text"/> Browse...	Attach	N/A	Pending Verification
Ramses Paz Rivas	ACE		<input type="text"/> Browse...	Attach	N/A	Pending Verification
Milagros Zepeda Rivas	ACE		<input type="text"/> Browse...	Attach	N/A	Pending Verification
Ramses	ACE		<input type="text"/> Browse...	Attach	N/A	Pending

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Please Select the documents to be attached

STEP 1: Select the Verification Document(s) you intend to upload by clicking in the box(es) to the right of the document title name. A check mark should appear next to the selected document.

STEP 2: Click on the Browse button and locate the scanned documents on the computer.

STEP 3: Click on the scanned document and then click Open button

STEP 4: Click on the *Attach Documents* button

Temporary Verification Documents	SCAN
Ramses Paz Rivas - Proof of Income	<input type="checkbox"/>
Milagros Zepeda Rivas - Proof of Income	<input type="checkbox"/>
Ramses Paz Rivas - Proof of Residency	<input type="checkbox"/>
Milagros Zepeda Rivas - Proof of Residency	<input type="checkbox"/>

Permanent Verification Documents	SCAN
No matching records were found.	

[Browse...](#) [Attach Documents](#) [View Documents](#)

Click [help](#) on the top of the screen for help with this page.

Click [?](#) for help with the question, where shown

[View Application Summary](#)

[Contact Us](#)

[Learn More](#)

[Next](#)

Application ID: 10001201102700089

Scanned Documents

On the dashboard if you click "Attach Scanned" Documents you will get this screen where you can attach one by one or in bulk.

Select Documents

If they click on Bulk they will get this screen and be able to upload all at the same time.

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Print My Application and Forms

To print a copy of your application or any associated forms, click on the Application ID next to the Applicant's Name.

Application ID	Applicant Name	Creation Date
10001201102700089	Rivas, Ramses	01/28/2011

Return to Main Menu

Re-Print Fax Cover Sheet

If you forgot to print fax cover sheet you can go to the Dashboard and click on Reprint My Application and Forms. This is the screen you will see. Click on the application ID to get the cover sheet.

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Primary Informant	Program Name	Document	Select
No matching records were found.			

Print Application Print Document Cover Sheet Return to Main Menu

https://www.oneeapp.info/App/popTempFaxCoverSheet.aspx?dummy=s...pdf?Status=104&Mode=GETFILES - Microsoft Internet Explorer

Document Cover Sheet
Temporary Documents

Application ID: **10001201102700089**

Primary Informant: **Ramses Paz Rivas** Date: 4/7/2011

It will then take you to this screen where you can click on Print Document Cover Sheet and it will pop up.