**Overview: BP-01.01.01.01.01 EE-01**

**Description:** This describes the single streamlined application for eligibility for enrollment in a QHP throughthe HBE. Advance Premium Tax Credit, Cost-Sharing Reductions, Medicaid, CHIP and BHP

**Association: BP-01.01 Enrollment Process**

**Roles & Responsibilities:**

|  |  |  |
| --- | --- | --- |
| **Actor** | **Responsibility** | **Handoff** |
| Individual | Complete and submit application | HBE |
| Navigator | Complete and submit the application on behalf of the individual | HBE |
| HBE | Accept and verify application |  |

**Key Performance Indicators (KPI’s):**

|  |  |  |
| --- | --- | --- |
| **Indicator** | **Purpose** | **Measure** |
| HBE system/s response | Monitor system performance and responsiveness | Near-time |
| Application and completion time | Determine the amount of time to create a valid account |  |

**Revision History:**

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| --- | --- | --- |
| **Date** | **Action** | **Authorized By** |
| 2013-06-06 | Original | Andrew Laing |
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