

AHCCCS EVV Electronic Visit Verification

Subject: Action Required: API Registration for EVV Vendors

API Registration Process

EVV vendors and Managed Care Organizations send and receive EVV information utilizing APIs. There is a two-part registration process to be followed in order to begin utilizing the APIs.

1. The organization's technical contact must register their email with AHCCCS.
2. The organization's technical contact must login to the AHCCCS API portal to access the endpoint information, select the APIs they wish to use and receive API approval in order to receive the API registration key to connect.

Organizations may have multiple contacts register with AHCCCS, but only ONE technical contact should register for the API subscription key. Organizations should coordinate internally on who will register for the API. This is typically the person responsible for development/administration of the API. Additional information on the APIs is available in the Developer Portal.

Step 1: Register with AHCCCS

1. Provide your technical contact's First name, Last Name, Organization Name, email address to the:
ServiceNow Help Desk
 - The EVV Vendor's technical contact is the person that will be modifying the API endpoint for the EVV Aggregator.
 - Instructions for submitting a Help Desk ticket can be found here: **Creating a ServiceNow Help Desk Ticket**

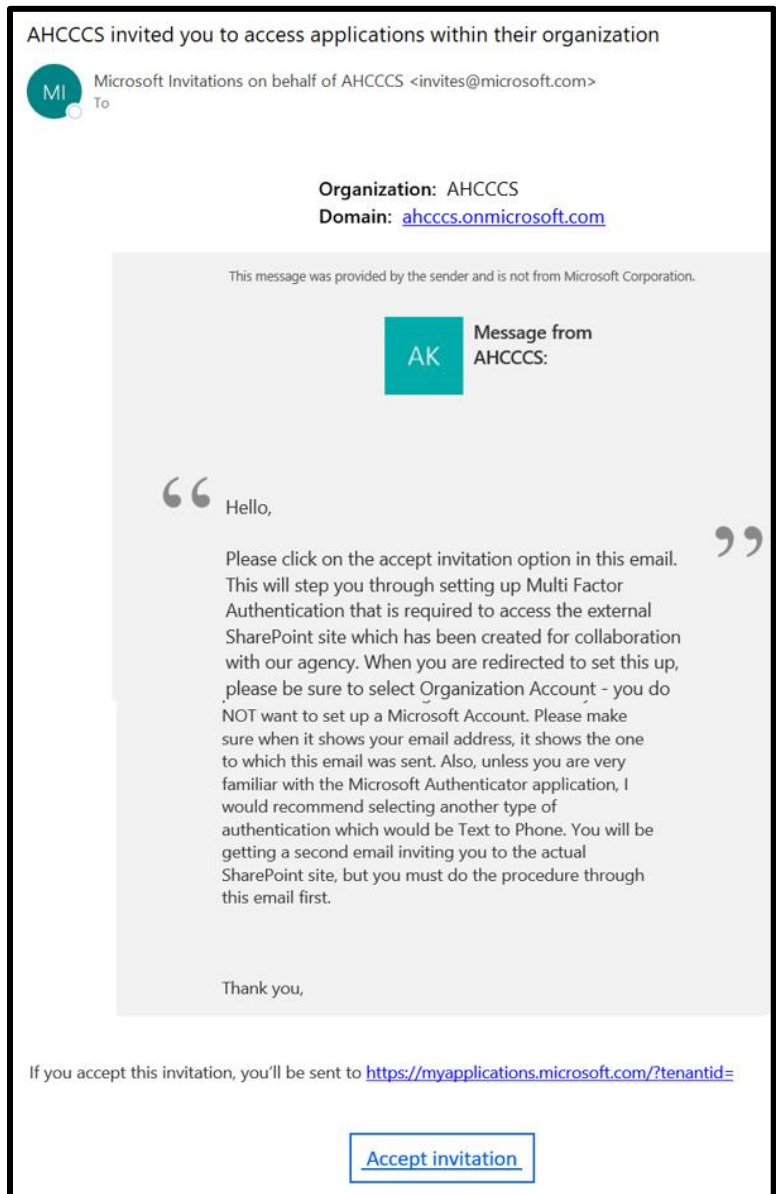


Figure 1: Initial Registration Email

2. The Help Desk will submit your technical contact to the AHCCCS.
3. You will receive an email from AHCCCS similar to the one to the above (Figure 1: Initial Registration Email).

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4. In the email, click [Accept invitation](#) and you will be directed to a site with a screen similar to Figure 2 (shown below).

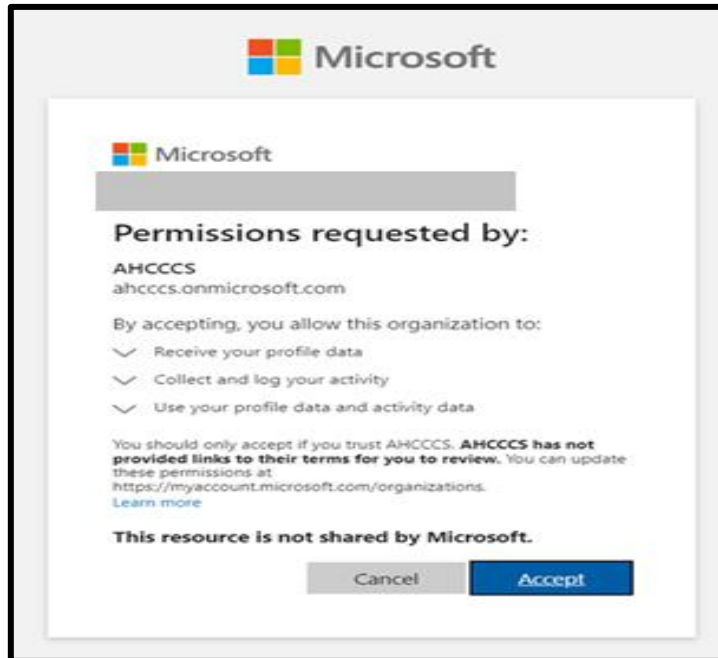


Figure 2: Microsoft & AHCCCS Permissions Screen

5. Click [Accept](#) and a message similar to Figure 3 (shown below) will display to continue setting up your access.
 - a. If you do not want to use the authenticator app, choose, [I want to use a different method](#). This will require you text messages sent to your phone to authenticate.
 - b. Otherwise, download the Authenticator app by clicking Download now on your desktop first, then go to your phone and download app there, and click Next.

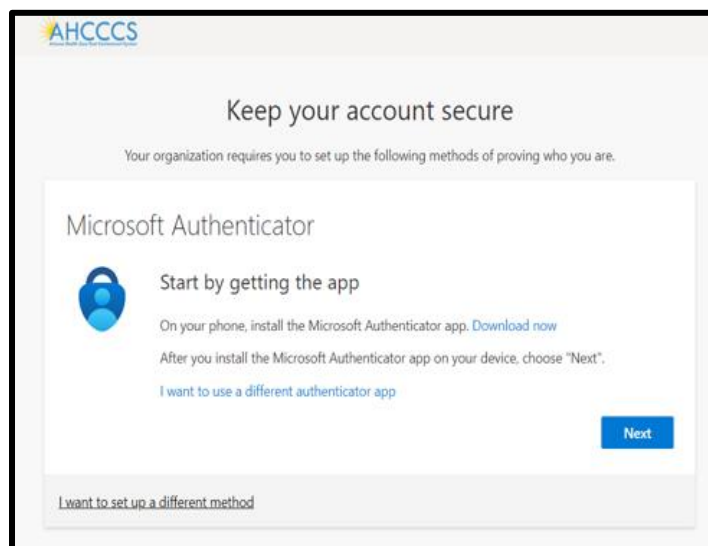


Figure 3: Multifactor Authentication set-up screen

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- The following message will display if you are authenticating using the app. Click Next



Figure 4: Microsoft Authenticator application set-up screen

- You will see a bar code to scan that appears next. The bar code should appear on your desktop, and you scan it with your phone. Please follow instructions on the desktop screen for finalizing set up.
- Once connected, the AHCCCS browser will open to the following URL: <https://si-portal.azahcccs.gov/>

Below is the webpage displayed once connected:

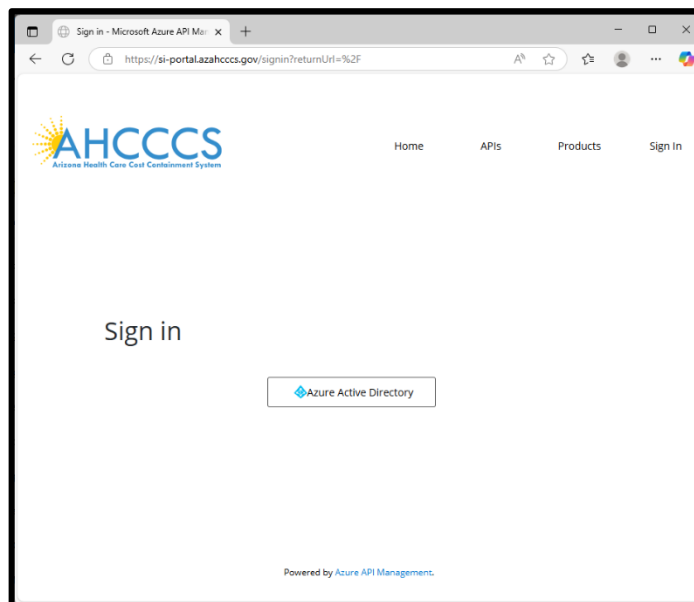


Figure 5: AHCCCS API Manager Login Screen

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Step 2: API Endpoint Registration

Only ONE technical contact per organization should register for the API subscription key. Organizations should coordinate internally on who will register for the API. This is typically the person responsible for development/administration of the API.

1. If not already on the API Manager login screen (Figure 6), enter the following address into your browser navigation bar: <https://si-portal.azahcccs.gov/>
2. Login by clicking “Azure Active Directory”

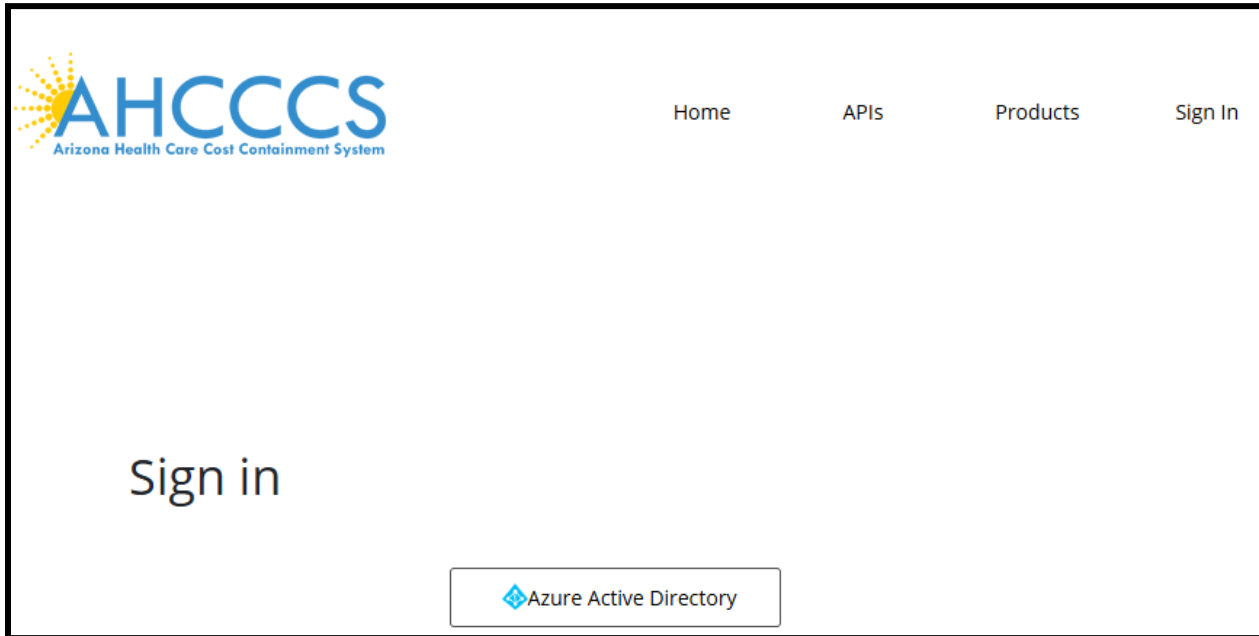


Figure 6: AHCCCS API Manager Login Screen

3. Once logged in you should see the AHCCCS API Manager Welcome screen similar to Figure 7 below.

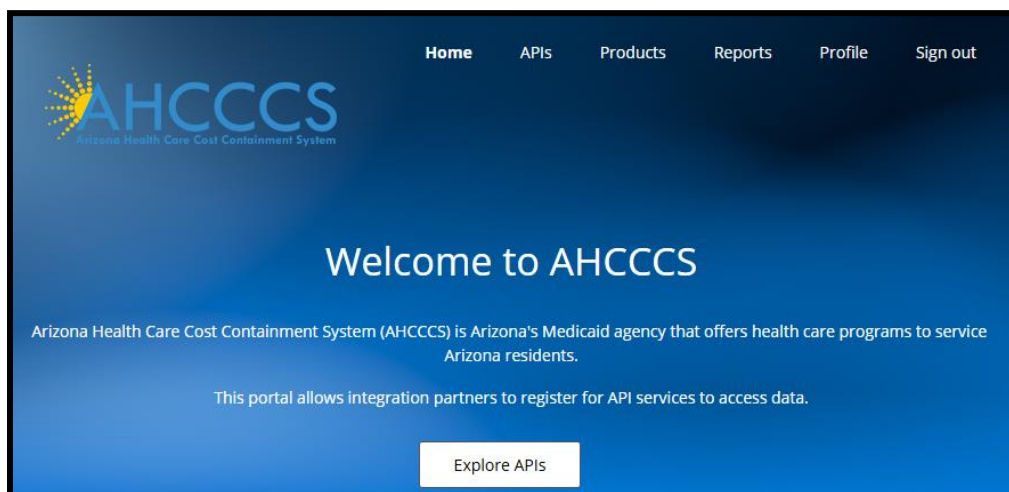


Figure 7: AHCCCS API Manager Welcome Screen

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- Click on *Products* in the navigation bar at the top of the page.



Figure 8: Navigate to "Products"

- Click on the name of the product you wish to subscribe to.

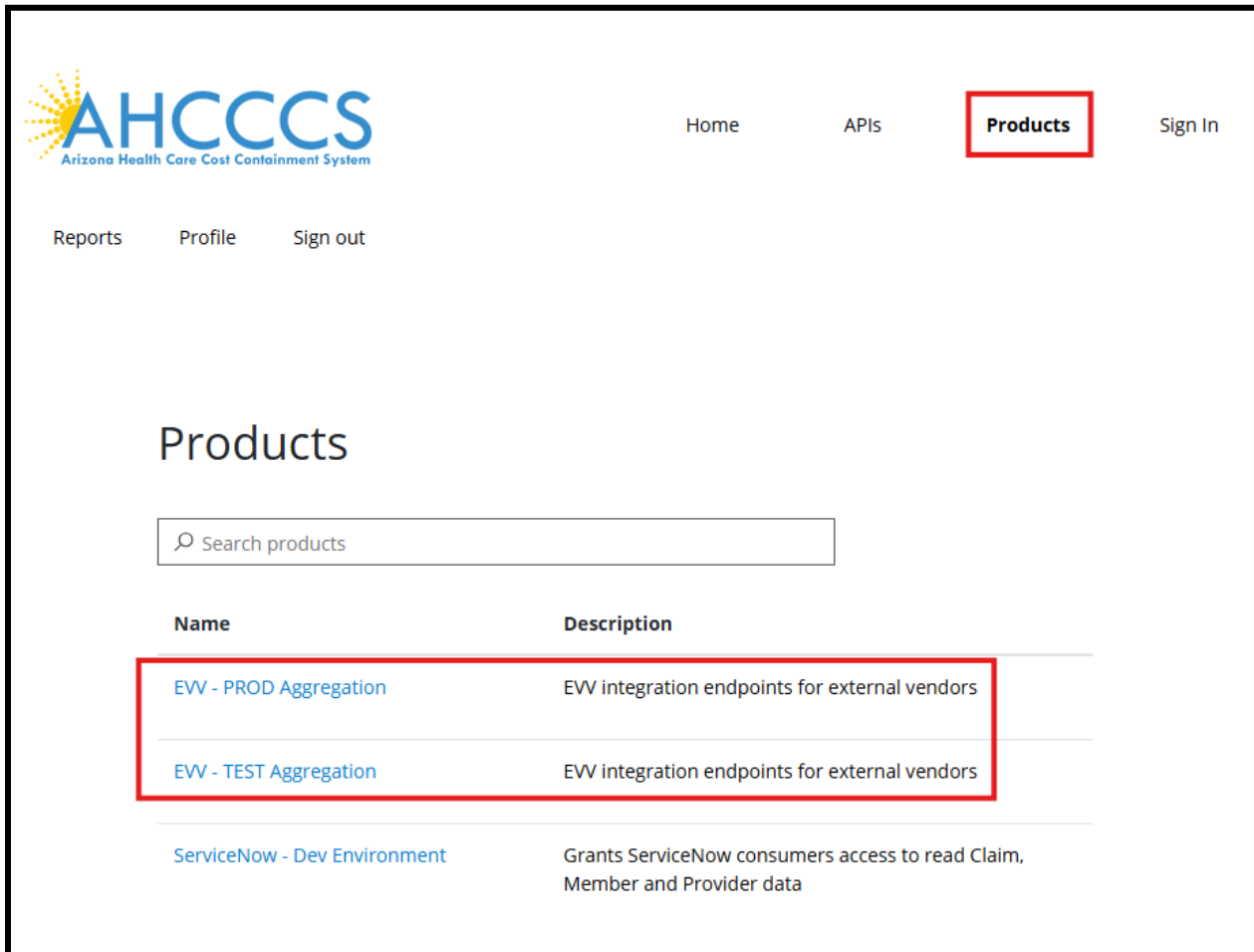


Figure 9 : API Management Product Registration page

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6. A screen similar to Figure 10 will display. Enter the name you would like to reference the API. In the example below we typed “EVVTestAPI”
7. Click Subscribe

AHCCCS
Arizona Health Care Cost Containment System

Home APIs Products Sign In

EVV - TEST Aggregation

EVV integration endpoints for external vendors

EVV - TEST Aggregation

Your subscriptions

You don't have subscriptions yet.

EVVTestAPI **Subscribe**

APIs in the product

Search APIs

Name	Description
EVV - TEST Aggregation - v1	EVV integration endpoints for external vendors

Figure 10: API Management EVV Test Aggregation Registration

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8. Your request has been submitted (Figure 11). The project team reviews requests to confirm access. Please check back later in the day on if the subscription has been approved. It may take up to 24 hours for a request to be approved.

User profile

Account details

Email

First name

Last name

Registration date

07/28/2025

Close account

Subscriptions

Subscription details			Product	State	Action
Name	EVVTestAPI	Rename	EVV - TEST Aggregation	Submitted	Cancel
Requested on	07/31/2025				

Figure 11: API registration request has been submitted.

This will lead to an approval process with developer. Once approved, users will receive their keys, being notified through an email, granting access to the API.

- Note that this email lays out information for:
 - Approved subscriptions
 - Subscription management
 - API Documentation
 - App library Access

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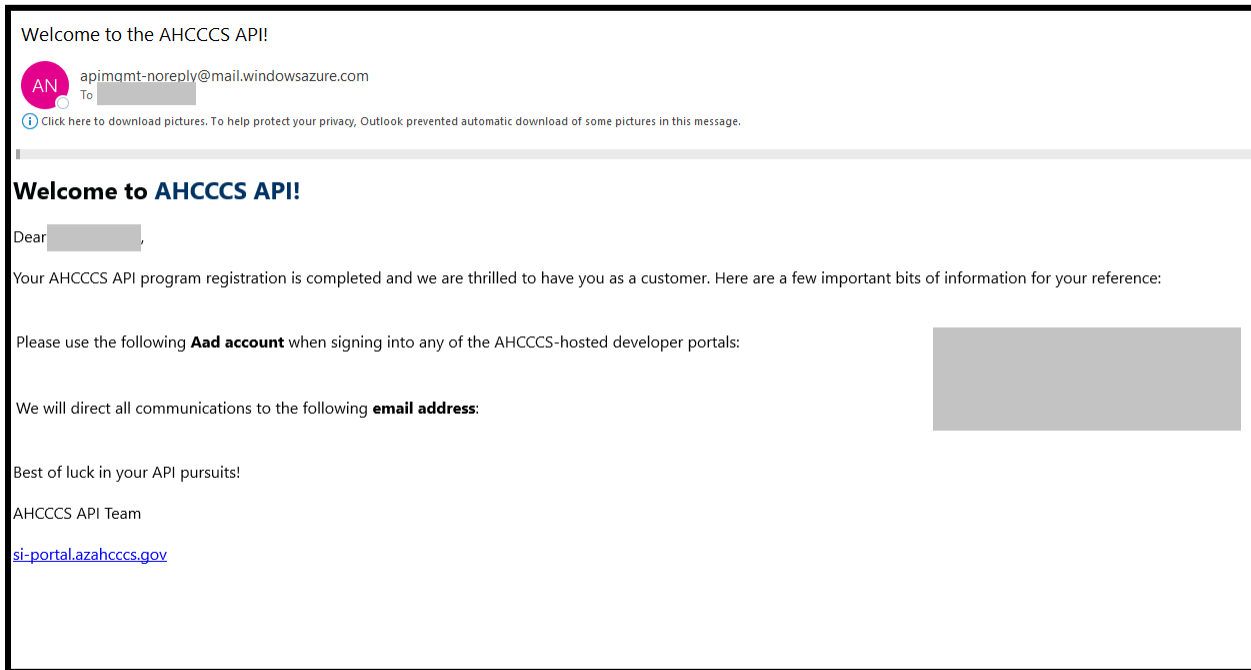


Figure 12: API Registration Email

Step 3: Accessing Endpoint and Registration Key

1. If not already logged into the AHCCCS API Manager, enter the following address into your browser navigation bar: <https://si-portal.azahcccs.gov/>
2. Login by clicking “Azure Active Directory”
3. Click API’s to access the API endpoint information

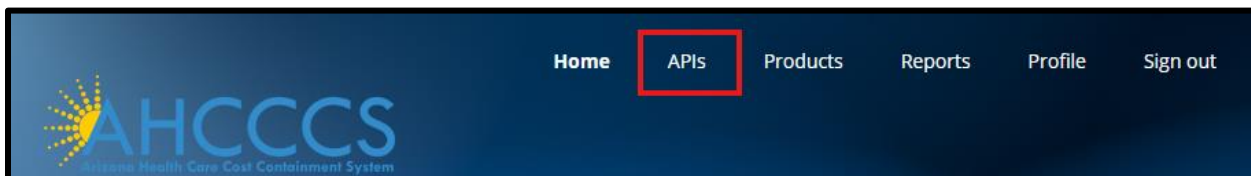


Figure 13: Navigation Bar

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- Click the API you want to view the endpoint information for on the APIs screen.

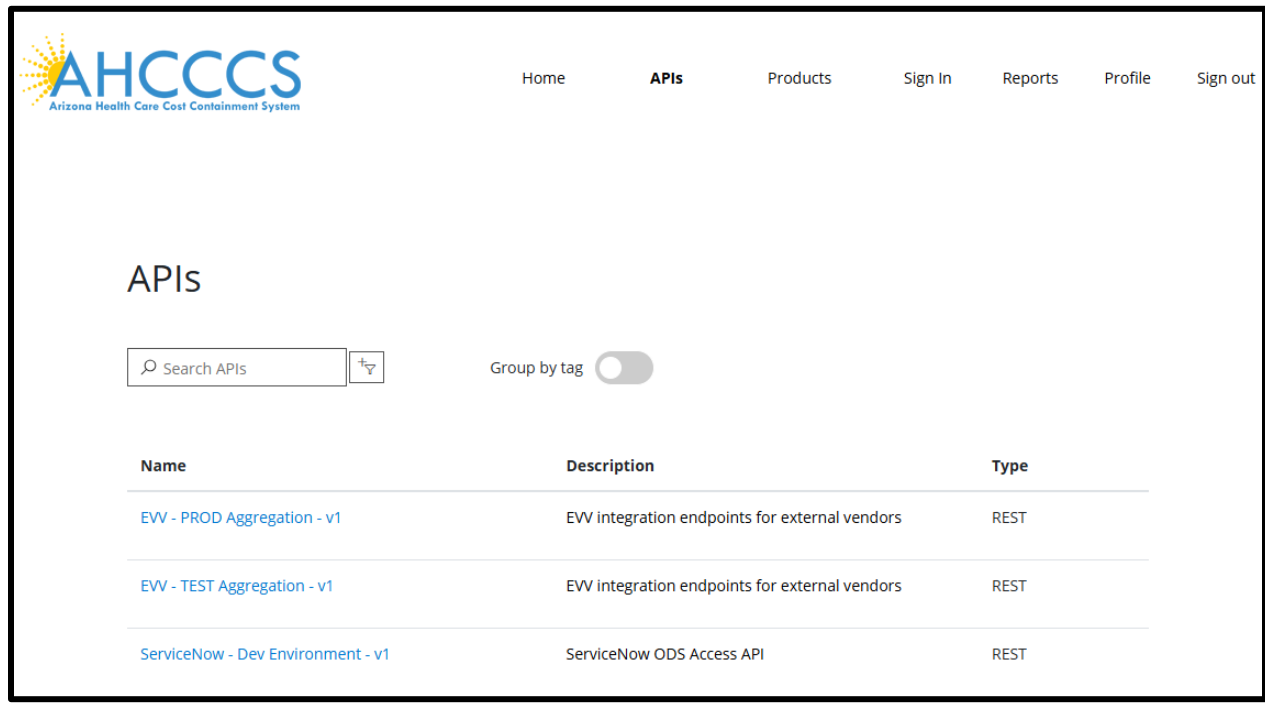


Figure 14: AHCCCS API Manager APIs Screen

- Figure 15 shows an example of the endpoint information that is available.

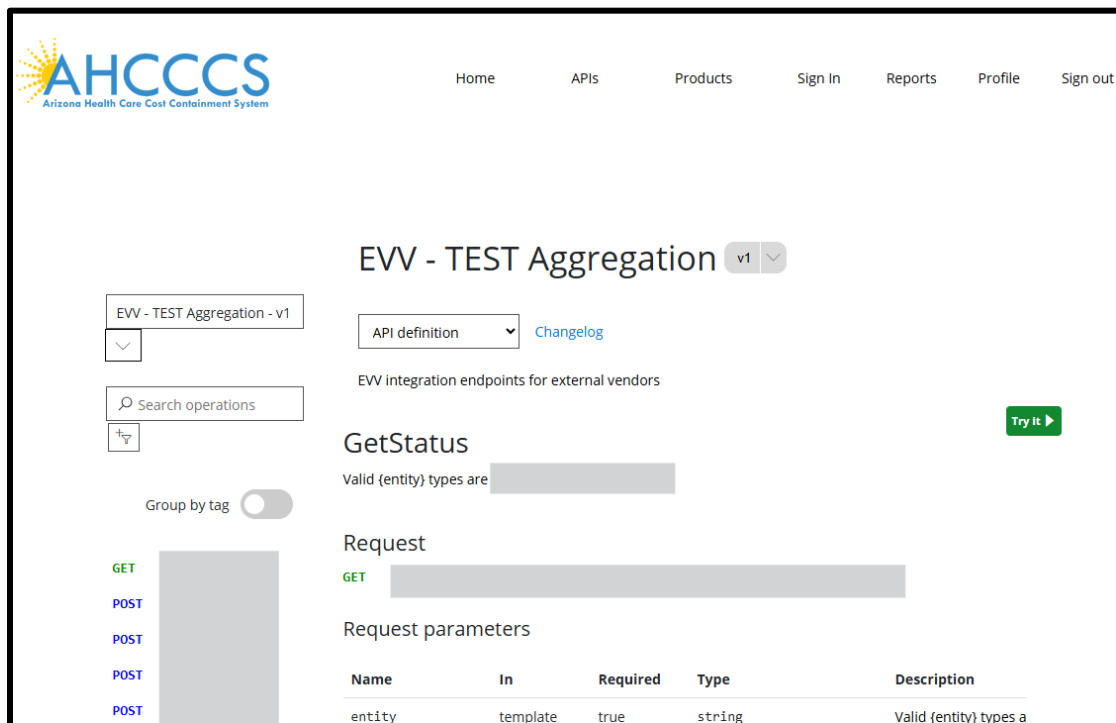


Figure 1: API Endpoint Information

- Click "Profile" in the navigation bar to access the Registration Key

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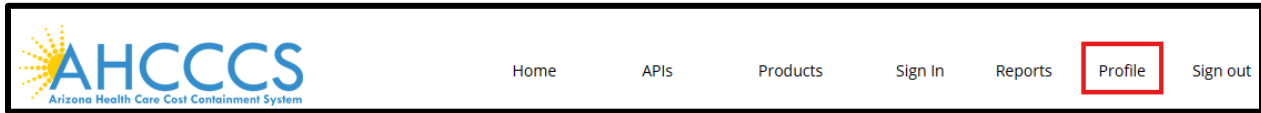


Figure 2: Navigation Bar

7. Once the API is approved the “State” will change to “Active” and the subscription keys are available once you click the “Show” button.

User profile

Account details

Email

First name

Last name

Registration date

07/28/2025

Close account

Subscriptions

Subscription details			Product	State	Action
Name	EVVTestAPI	Rename	EVV - TEST Aggregation	Active	Cancel
Started on	07/31/2025				
Primary key	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	Show	Regenerate		
Secondary key	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	Show	Regenerate		

Figure 3: AHCCCS API Manager Profile Screen