



Revalidating with a 14-Digit Application ID

If you have received notification requesting you to apply in the AHCCCS Provider Enrollment Portal (APEP) that includes a 14-digit application id, this means your provider id has not yet been approved in APEP. The steps below will help you get started to avoid disenrollment and claim denials.

To begin, the provider or user submitting the application on their behalf must establish an individual username and password otherwise called a Single Sign-On (SSO). The SSO registration can be found under the "Login to APEP" link located under the AHCCCS Provider Enrollment Portal (APEP) menu options to the left.

Once the SSO is established, login to APEP.

Step 1:

Input username & password, click "Sign In"

AHCCCS/Med-QUEST
Oracle Cloud Account Sign In

User Name

Password

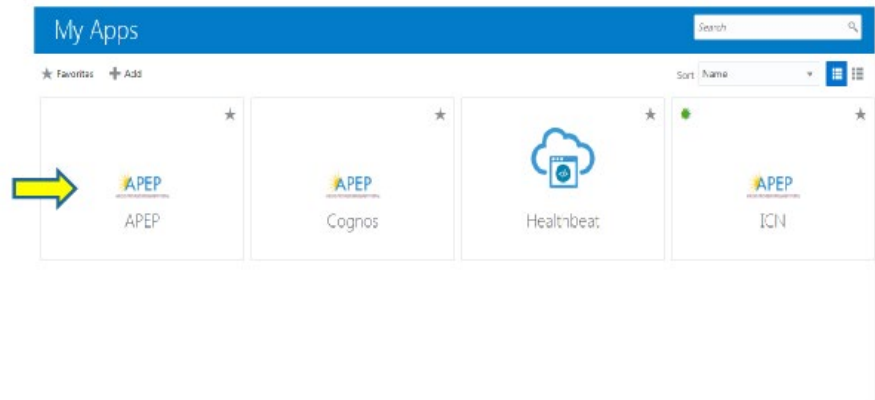
Sign In

Need help signing in? [Click here](#)

Step 2:
Select, APEP app

Landing Page

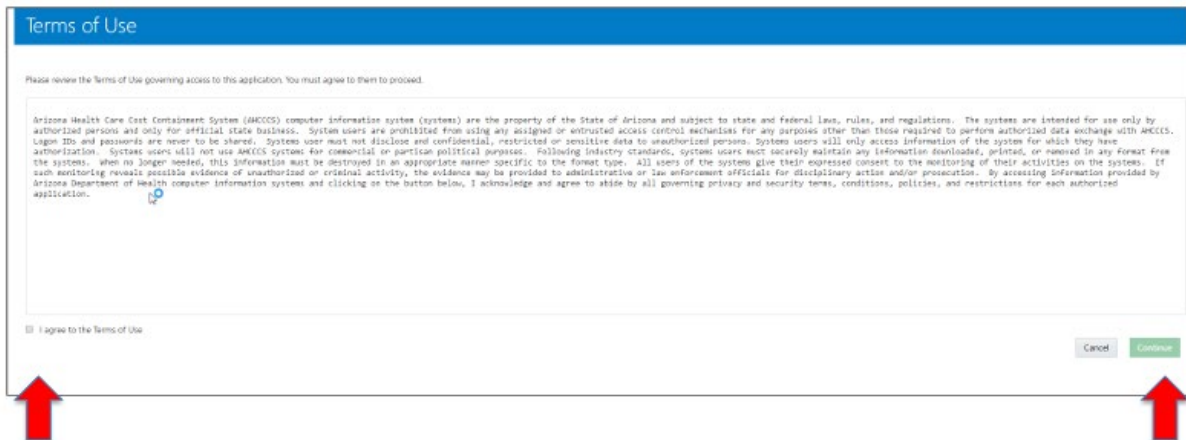
Click the APEP icon to access the application.



Step 3:
Agree to "Terms of Use," select Continue

Terms of Use Page

Once reviewed, click the Terms of Use checkbox and then click Continue.

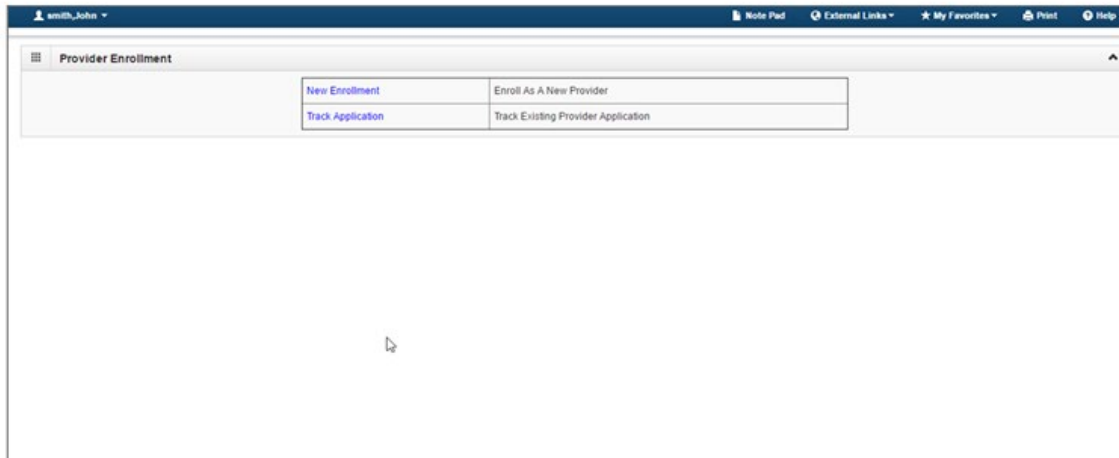


Step 4: A or B

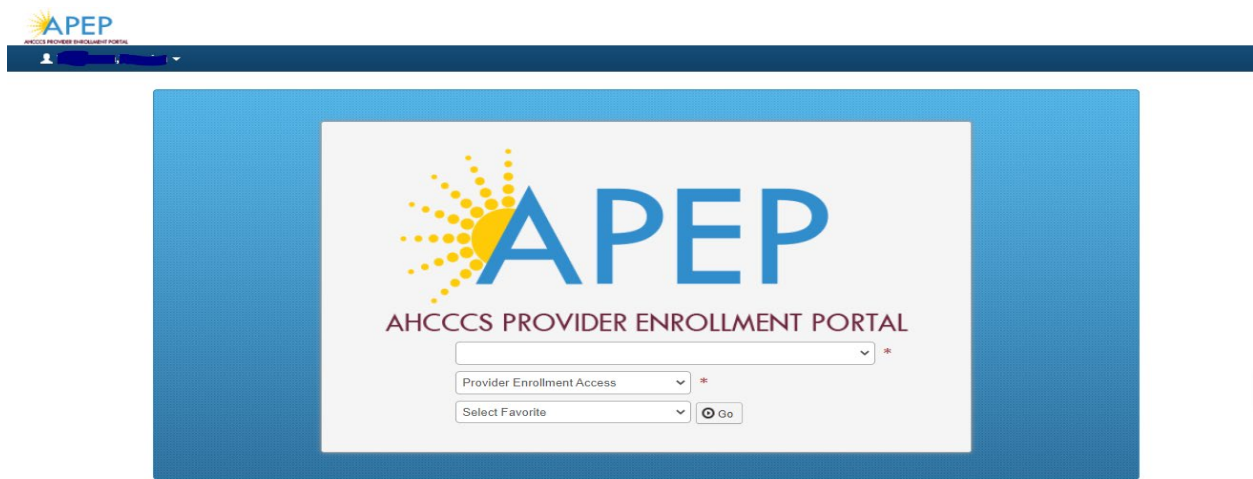
- A. **Once in APEP, if you come to this screen, select “Track Application” and you will be prompted to input the 14-digit application id number to continue.**

First Screen

You may now begin a new enrollment application.

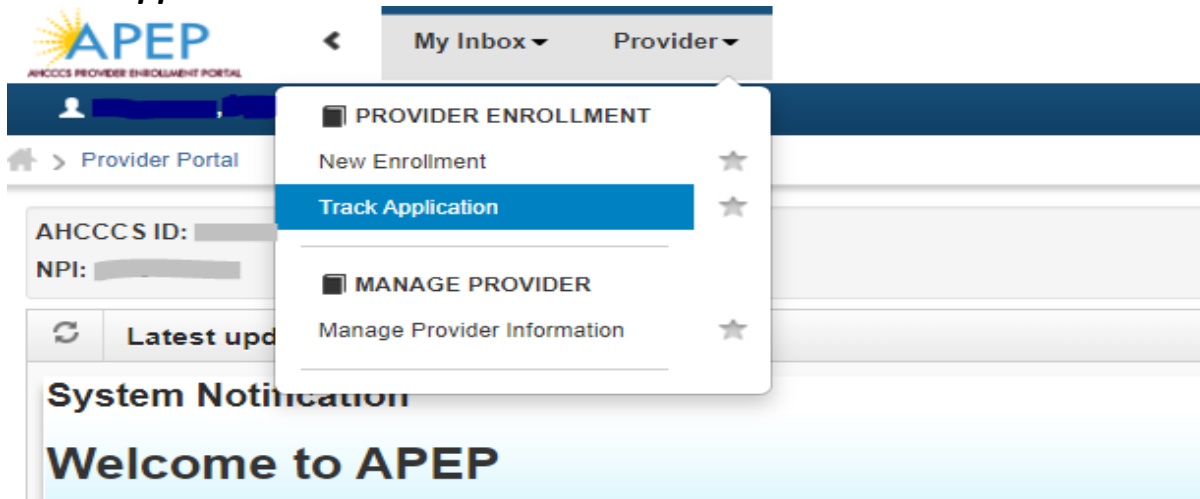


- B. **Once in APEP you come to the APEP logo screen, this identifies you have domain permission to other provider ids. Please select any provider file under the first drop-down menu, select “Provider Enrollment Access,” click “Go.”**



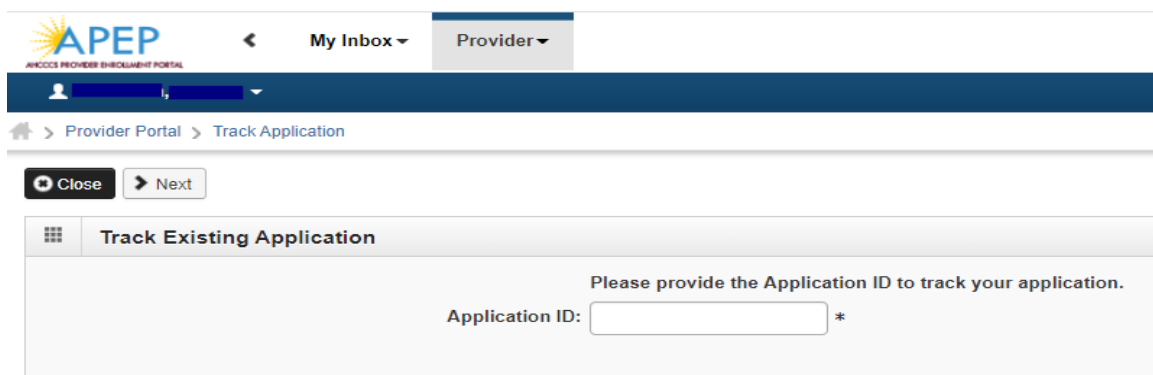
Step 5:

At the APEP toolbar, click on the Provider Enrollment drop-down menu, select "Track Application."



Step 6:

Input 14-digit application id.



NOTE:

Once the 14-digit application id is entered the provider will be required to answer security questions. These include zip code, DOB, SSN, and NPI. Please note, these were pulled from our records previously reported by the provider and could be outdated and/or could have been entered incorrectly. If you get locked out of the system, please be patient as we have staff to assist.

Send an email to APEPTrainingquestions@azahcccs.gov with the responses you provided and an AHCCCS representative will unlock the account for you and will provide aid with the questions.