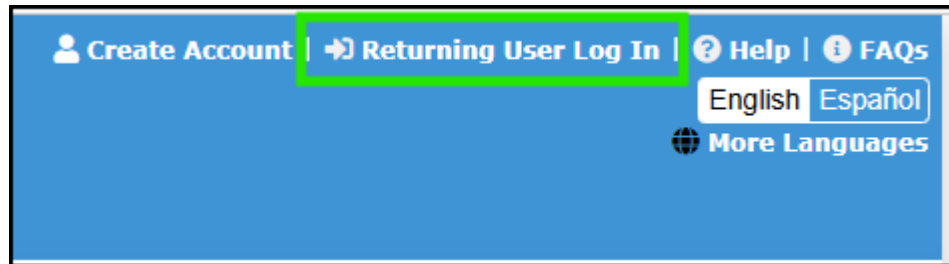


How to Add a Newborn's SSN to an Existing Application in Health-e-Arizona Plus (HEAplus)

Go to [Health-e-Arizona Plus](#) (HEAplus) and log in to your account



Use Basic Search and input your Social Security Number (SSN)

Return to Home Search and Lookup Message Center Options Tools Notes Help Center

Basic Search

Basic ☒ Advanced

Personal Information

SSN

 XXX-XX-XXXX

First Name Middle Name Last Name

Date of Birth

Unique Number Identifier

Person Unique Identifier Case Unique Identifier

Check PMMIS Alternative ID

Click on your name in the Search Results window.

Search Results

You have chosen to search for persons that match the following criteria:

Last Name that contains Jones

First Name that contains Stella

Date of birth that matches 09/17/2025

Search:

Show 10 entries

Member ID	Created Date	Name	Gender	SSN	Date of Birth	Application ID
<div><div></div></div>	09/24/2025	Jones, Stella	FEMALE		09/17/2025	2025266000236

1 Total Records(s)

Previous

1

Next

Back to Search

Begin Application

Archived Applications

On the Information Belongs To window, click Continue (for a Pending Application) or Report A Change to open a Change Application to update your Newborn's information.

2025266000228

Name	Person ID	Date of Birth	Relationship	Program
Della K Jones	39900043266259	04/27/2000	Self	MA
Fella K Jones	39900044266258	09/03/2025	Son	MA

Home Address

123 Me St Della Jones St Phoenix, AZ 85034

Mailing Address

123 Me St Della Jones St Phoenix, AZ 85034

Application Status

Appeal Request Summary

Application Summary

Budget Calculations

Case Claim History

Case Notes

Case Summary

Continue

Disposition History

Letters and Requests for Information

Notification History

Print HEAplus Fax Cover Sheet

Send Document Upload Link

Upload or View Documents to Support Verifications

Verification Status

View Disposition Details

2025266000228

Name	Person ID	Date of Birth	Relationship	Program
Della K Jones	39900043266259	04/27/2000	Self	MA
Fella K Jones	39900044266258	09/03/2025	Son	MA

Home Address

123 Me St Della Jones St Phoenix, AZ 85034

Mailing Address

123 Me St Della Jones St Phoenix, AZ 85034

Application Status

Current RFI Due Date: 10/16/2025

[Appeal Request Summary](#)

[Application Summary](#)

[Budget Calculations](#)

[Case Claim History](#)

[Case Notes](#)

[Case Summary](#)

[Disposition History](#)

[Letters and Requests for Information](#)

[Notification History](#)

[Print HEAplus Fax Cover Sheet](#)

[Process Application](#)

[Renew Benefits](#)

[Report A Change](#)

[Request an Appeal](#)

[Send Document Upload Link](#)

[Upload or View Documents to Support Verifications](#)

[Verification Status](#)

[View Disposition Details](#)

[Voluntarily Withdraw an Application or Stop Benefits](#)

Click on the menu links to go straight to the part of the application you need to update.

The screenshot shows a navigation bar with links: About You, About Your Family, Confirm Income, Additional Information, and Next Steps. Below the navigation bar is a section titled 'Household Summary' with a 'Case Notes' icon. A table lists household members:

Name	Date of Birth	Gender	Social Security Number	U.S. Citizen or Immigration Status	Edit / Remove
Stella Jones	9/17/2025	Female	555-56-5555	U.S. Citizen	
Della K Jones	4/27/2000	Female	555-65-6666	N/A	

Click About Your Family, then click “Social Security Number Information Summary”.

The screenshot shows the 'About Your Family' page with a dropdown menu open. The menu options are:

- Persons Who Live With
- Who is Applying?
- Household Summary
- Tax Filing Information
- Other Tax Filers
- Manage Representative
- Temporarily Not Living at Home
- Ethnicity and Race
- American Indian or Alaska Native
- Prior Medical Expenses
- Arizona Residency
- Social Security Number Information Summary**
- Citizenship/Immigration Status Summary
- Pregnancy Information
- Tell Us About the Parents
- Foster Care
- Jail and Prison Information
- Breast and Cervical Cancer
- WIC Referral

The 'Social Security Number Information Summary' option is highlighted. Below the dropdown, there is a form with fields for Name, Date of Birth, Gender, and Social Security Number. A red arrow points to the 'Social Security Number' field. The form also includes a 'Skip' button and a 'Verify Again' button.

Della K Jones . The name, date of birth, is not match Social Security records. We will try to verify it again.

Is Della K Jones Card? ☐ Yes ☐ No

Date of Birth: 04/27/2000

Gender: ☐ Male ☒ Female

Social Security Number: 555-65-6666

Buttons: Skip, Verify Again

Click on the Edit feature (pencil icon) and update the Newborn's Social Security Number. Once entered, click Verify Again.

Social Security Number Information Summary

Case Notes

Name	Date of Birth	Gender	Social Security Number	Status	Edit
Della K Jones	4/27/2000	Female	555-65-6666	Not Verified	
Fella K Jones	9/3/2025	Male		Not Verified	

We could not verify the Social Security Number for Della K Jones . The name, date of birth, gender or Social Security Number you entered does not match Social Security records. Please correct any errors and click 'Verify Again'. We will try to verify it again.

Is Della K Jones the exact name that appears on the Social Security Card? ☐ Yes ☐ No ?

Date of Birth

Gender ☐ Male ☒ Female

Social Security Number
XXX-XX-XXXX

Skip

Verify Again

Social Security Number Information Summary

Case Notes

Name	Date of Birth	Gender	Social Security Number	Status	Edit
Della K Jones	4/27/2000	Female	555-65-6666	Not Verified	✎
Fella K Jones	9/3/2025	Male		Not Verified	✎

We could not verify the Social Security Number for **Fella K Jones**. The name, date of birth, gender or Social Security Number you entered does not match Social Security records. Please correct any errors and click 'Verify Again'. We will try to verify it again.

Is Fella K Jones the exact name that appears on the Social Security Card?

☒ Yes ☐ No [?](#)

Date of Birth

09/03/2025 

Gender

☒ Male ☐ Female

Social Security Number

XXX-XX-XXXX

Skip

Verify Again

Example Information:

Social Security Number Information Summary

Case Notes

Name	Date of Birth	Gender	Social Security Number	Status	Edit
Della K Jones	4/27/2000	Female	555-65-6666	Not Verified	✎
Fella K Jones	9/3/2025	Male	222-32-3333	Not Verified	✎

← Previous

× Cancel

Save and Close

Next →