Attestation Portal FAQs

Version: 10/3/2018

Where can I find the Attestation Portal?

The Attestation Portal is on the [AHCCCS Online platform](). If you would like additional information on the Attestation Process, we recommend you visit the [Targeted Investments Attestation Portal Tab]() which also has a link to AHCCCS Online.

When do I need to submit my documents through the portal?

You will need to submit your documents through the portal by 11:59 pm on October 31, 2018.

What will I need when I attest?

Have the documents you will be uploading saved on your desktop. Also have the SPNs assigned to your TI sites and check to make sure your TI User Agreement(s) were accepted by AHCCCS before you attest. If you do not know your SPNs or need to verify receipt of the User Agreement(s), please contact us at [targetedinvestments@azahcccs.gov]().

I uploaded my signed TI Authorization From. When will it be approved? Will I be notified of this approval?

The approval will take 2-3 business days. If you provide your email address in the Attestation Portal (under the "Application Search") you will receive a confirmation email of when the agreement is approved. If not, please revisit the portal in 2-3 business days.

I have multiple sites to attest for; can I upload the same signed User Agreement?
Yes, you can upload the same signed TI User Agreement for all sites.

Do I have to upload documents for every Milestone?

No, you can upload documents for any Milestone you complete. Some Milestones do not require a document upload.

Does it matter if I use my Tax ID or AHCCCS ID when I do an application search in the Portal?

No. You can use either identifier, along with the SPN, to search for your application to begin the Attestation Process.

I do not have the "Targeted Investments" link when I log in to AHCCCS Online. How can I have that added to the Menu on the AHCCCS Online home page?

Consult with the Master Account Holder of your organization to grant you access.

I am unable to open the link view the TI User Agreement. How can I view the document?

We recommend that you use a different internet browser. If that does not work, try one of the following:

1. Clear all temporary files, cookies, history and try again.
2. Restart the computer and try again.
3. If the "Turn on Pop-up Blocker" option is selected in Internet options, try turning off that option.
4. Choose a different download location and see if that helps.
5. If you receive "your current security settings do not allow this file to be downloaded" message you should ensure that file downloads are allowed on your device.

I uploaded a document and accidentally submitted my documentation before the attestation date. How can I gain access back to the Portal?

Please contact us at targetedinvestments@azahcccs.gov and a member of the Targeted Investments team will help you out.

If I submitted the wrong document will I have an opportunity to resubmit?

Yes, someone from the Targeted Investment team will reach out and let you resubmit the document.

Does AHCCCS have a preference for the document format for uploaded documentation through the portal?

Yes, we prefer documents to be uploaded in the PDF format.