

# PEAK User Guide

## Apply for New Benefits (Health, Food, Cash)

Apply for new benefits (health, food, cash) in PEAK. If you already have benefits (health, food, cash) or have ever received these benefits, use Report My Changes to apply for new benefits.



PEAK COLORADO

Get Started | Learn More | **Sign In**

Wellcome to Colorado PEAK®

Am I Eligible?

Sign In

Username (Email Address)  
example@email.com

Password

Forgot password / username ? or  
Create an account

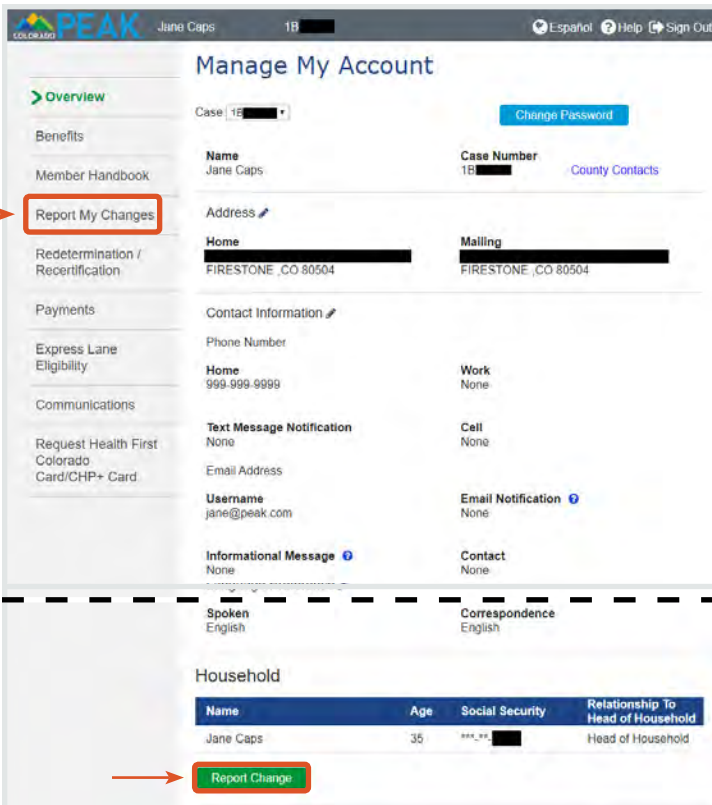
Sign In

OR

Sign in using your Connect for Health Colorado Account

Connect

1. Click Manage My Account or Sign In.
2. Enter your email address and password. Click Sign In.



PEAK COLORADO

Jane Caps | 1B

Manage My Account

Overview

Benefits

Member Handbook

**Report My Changes**

Redetermination / Recertification

Payments

Express Lane Eligibility

Communications

Request Health First Colorado Card/CHP+ Card

Change Password

Case | 1B

Name Jane Caps

Case Number 1B

County Contacts

Address

Home FIRESTONE ,CO 80504

Mailing FIRESTONE ,CO 80504

Contact Information

Phone Number

Home 999-999-9999

Work None

Text Message Notification None

Cell None

Email Address

Username jane@peak.com

Email Notification None

Informational Message None

Contact None

Spoken English

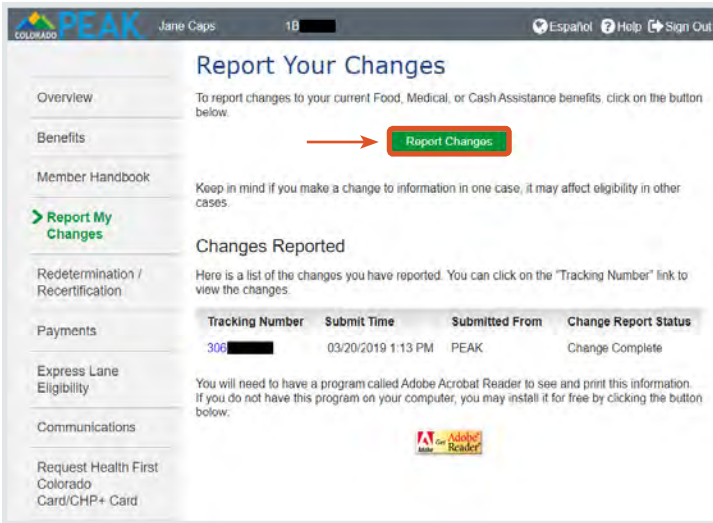
Correspondence English

Household

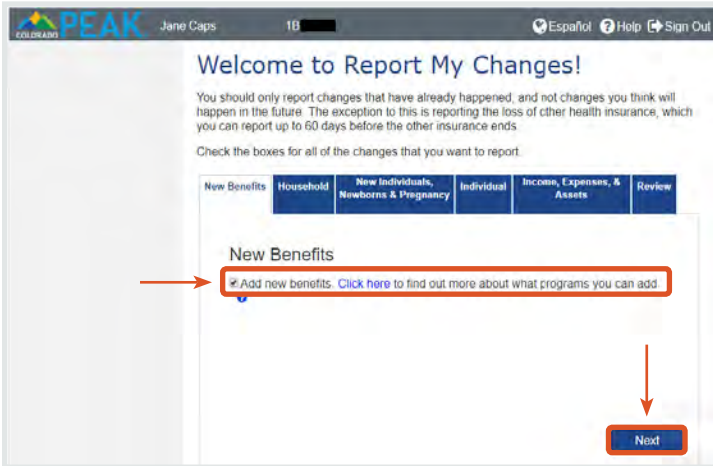
Name	Age	Social Security	Relationship To Head of Household
Jane Caps	35	***-**-****	Head of Household

Report Change

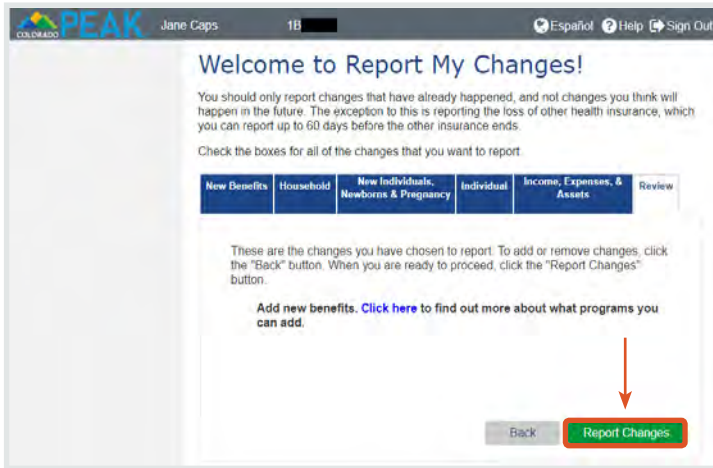
3. Click on Report My Changes.



4. Click the Report Changes button.



5. The New Benefit tab will be open. Check the box to add new benefits.



6. Click Next until the "Review" tab is open. Click Report Changes.

Which Benefits Would Your Household Like to Apply For?

The first step is to tell us which benefits **your household** would like to get by checking the box for each benefit your household would like to apply for. Later you will have the opportunity to select specific programs for each person in your home as you complete the application. Click the Next button at the bottom of the page to continue.

- Medical Assistance (including Health First Colorado (Colorado Medicaid), CHP+, or Tax Credits and Cost Sharing Reductions through Connect for Health Colorado) [Show Details](#)
- Food Assistance [Show Details](#)
- Colorado Works/TANF - Cash Assistance for Families with Dependent children [Show Details](#)
- Adult Financial - Cash Assistance for disabled or individuals over the age of 60 [Show Details](#)

Back Next

7. Check the boxes to apply for benefits for one or more of the programs listed. Click Next.

New Benefits

Add Food Assistance

\*Check the box for anyone who would like to add Food Assistance:

- Jane Caps (35)

Back Next

8. Check the box next to a name to apply for new benefits. In this example, Jane Caps is applying for food assistance. Click Next.

Keep Working or Submit Your Application Now

At this point you may set your application date. This is the date that your benefits will start if your application is approved.

- If you are applying for **Medical Assistance (including Health First Colorado (Colorado Medicaid), and CHP+)**, the application date is the date you submit your application.
- For **Food Assistance** if an application is submitted in PEAK at 12:00 p.m. on 2/6/2015, the application date is 2/6/2015. It should be the first business day on which the local application receives your application.
- For **all other programs**, your application date is the first business day after your application is received by your local application office.

Each program has a different time limit for reviewing applications.

**Food Assistance:**

- 30 days from the Received Date.
- 7 days, if you are eligible for Expedited Food Assistance.
- You can immediately file an application with the applicant's name, address and signature of a responsible household member or household's authorized representative. Benefits will be paid from the filing date if you are otherwise eligible.

**Medical Assistance:**

You may be able to receive an immediate eligibility decision for Medical Assistance (including Health First Colorado (Colorado Medicaid) and CHP+) if you continue the application and complete the required (\*) fields. If you choose to submit your application now, the following timelines apply:

- 90 days from the date of application, if you need a disability determination.
- 45 days from the date application is submitted for all other applications.

You have two choices right now:

- You can keep working on your application and set your application date when you submit your full application online:
  - By giving more information now, you can reduce the amount of information an application worker will need to request.
  - For most people, the rest of the application will take about 30-60 minutes.
  - You can always save your information and come back later.
  - If you are applying for Medical Assistance you may be able to find out right away if you qualify.
- You can set your application date after we ask you just a few more questions.
  - This should take about 5 minutes.
  - If you set the application date now, you will need to finish the application later with an application worker from your local application office.
  - If you are applying for Medical Assistance you may NOT find out if you qualify right away.

What would you like to do?

- Complete my application now.
- Submit my unfinished application now and complete it later with an application worker.

**If you choose to submit an unfinished application, you will not be able to report any other changes and the programs already on your case will not be updated at this time.**

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9. Click one of the round buttons to apply now or finish your application later with an application worker. Click Next.

Congratulations!  
You are finished.