

This quick reference provides instructions on checking eligibility for health care coverage in the Person Directory (PD) application.

How to Check Eligibility for AHCIP in PD

- 1 Log into ANP.
- 2 Access PD using your preferred access method from the ANP homepage.

TIP

If you are a frequent PD user, you may want to set up the **Autoload** feature, otherwise you may prefer to use the **Open button** feature. For detailed instructions, review the PD quick reference, "[How to Set up Access to PD.](#)"

- 3 Search for and select the patient.
- 4 The current eligibility date will be displayed on the PD **View/Update Person** page in the eligibility field. For details, click **View Eligibility**.

<p>Mcdaniel, Flonce Iann Person Directory</p> <p>Validated PHN/ULI:10013-5009</p> <p>View/Update Person</p> <p>Name and Person Details: [edit...]</p> <p>Preferred Name: Mcdaniel, Flonce Iann Gender: Female Date of Birth: 1978-Jul-25 Added in Error: No [view all names...]</p> <p>Address and Phone Numbers: [edit...]</p> <p>Eligibility: Current Eligibility Start Date: 2009-Jan-01 [view eligibility...]</p> <p>Additional Information:</p> <ul style="list-style-type: none"> • Alberta Personal Health Card Requests • Alternate IDs • Merge Potential Duplicates • Registration Validation • Residency • Secondary ULI 	<p>Hirsch, Maria Sosa Person Directory</p> <p>PHN/ULI:10001-9009</p> <p>View/Update Person</p> <p>This person does not currently have Alberta Health Care Insurance Plan coverage. Please choose one of the following before updating this person's information:</p> <ul style="list-style-type: none"> • This person is a resident of Alberta requesting AHCIP coverage • This person is a visitor to Alberta • This person is a Federally Insured person (Canadian Forces, Federal Inmate, Federally Insured Refugees) <p>Name and Person Details: [edit...]</p> <p>Preferred Name: Hirsch, Maria Sosa Gender: Female Date of Birth: 1970-Jul-19 Added in Error: No [view all names...]</p> <p>Address and Phone Numbers: [edit...]</p> <p>Eligibility: Not Currently Eligible [view eligibility...]</p> <p>Additional Information:</p> <ul style="list-style-type: none"> • Alberta Personal Health Card Requests • Alternate IDs • Merge Potential Duplicates • Registration Validation • Residency • Secondary ULI
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If the individual is eligible, their eligibility start date will appear. If an individual is not currently eligible, a “**Not Currently Eligible**” message will appear under the eligibility field.

NOTE

Eligibility history will not be displayed if the individual has had AHCIP coverage for less than 2 years.

For more information on how to search for a patient in PD, review the PD quick reference “[How to search in PD](#)”.