Social Security Administration

ERE Screen Shots

For OMB Clearance 0960-0753



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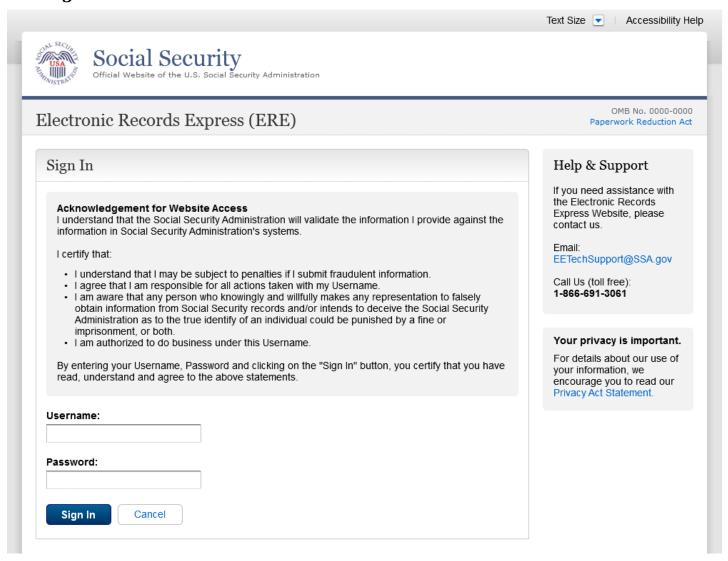
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Login Screen

ERE Login Screen



Privacy Act Statement



Text Size Accessibility Help



Electronic Records Express (ERE)

Privacy Act Statement

See Revised Privacy Act Statement Attached

Collection and Use of Personal Information **Electronic Records Express Business Services Online**

Sections 205 [42 US.C. 405] of the Social Security Act, as amended, the Government Paperwork Elimination Act [44 U.S.C. 3504], and the Federal Information Security Management Act of 2002 [Title III] of the E-Government Act of 2002 [P.L. 107-347] authorize us to collect this information to allow you access to out Business Services Online (BSO).

We will use the information you provide to register you, your company or authorized employees(s) to use our online services. We will verify the personally identifiable information (such as name, Social Security number, and date of birth) you provide against our records for user registration. Providing this information is voluntary. However, failing to provide us the requested information will prevent you or your company from using our online services.

We rarely use the information you provide for any purpose other man registration and granting access to our online services. We may disclose the information in accordance with approved routine uses compliant with the Privacy Act [5 U.S.C.\s 552a(b)] which include but are not limited to the following:

To facilitate statistical research, audit, or investigative activities necessary to assure the integrity and improvement of our BSO; and

To comply with Federal laws requiring the release of information from our records (e.g., to the Office General Services Administration and National Archives Records Administration). A complete list of routine uses for his information is available in our Privacy Act Systems of Records Notice entitled, Master Files of Social Security Number (SSN) Holders and SSN Applications (60-0058) and the Central Repository of Electronic Authentication Data Master File (60-0373). These notices, additional information about this collection of information, and other information regarding our systems and programs, are available on-line at www.socialsecurity.gov or at your local Social Security office.

Help & Support

If you need assistance with the Electronic Records Express Website, please contact us.

Email

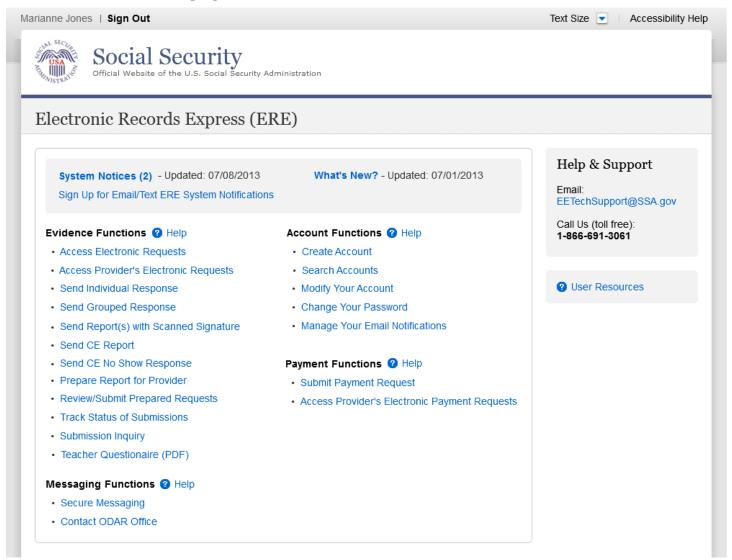
EETechSupport@SSA.gov

Call Us (toll free): 1-866-691-3061

Close

ERE Homepage

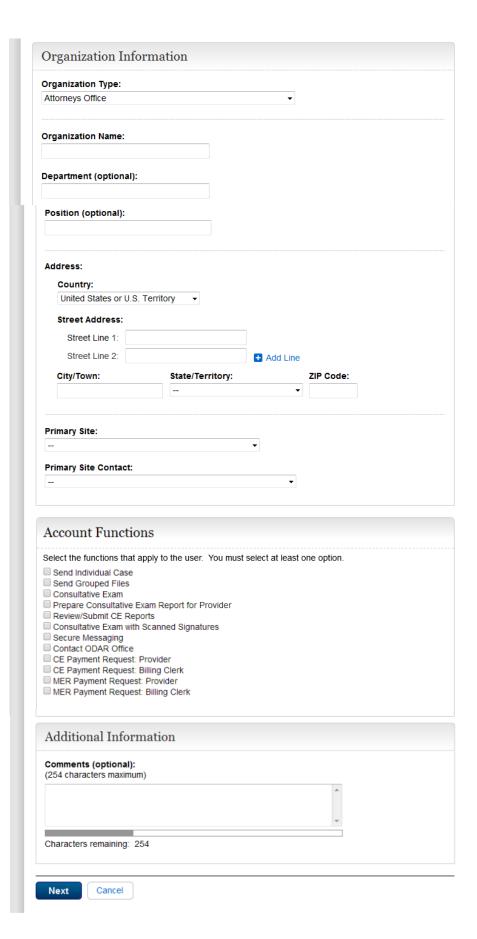
Administrator's Homepage view



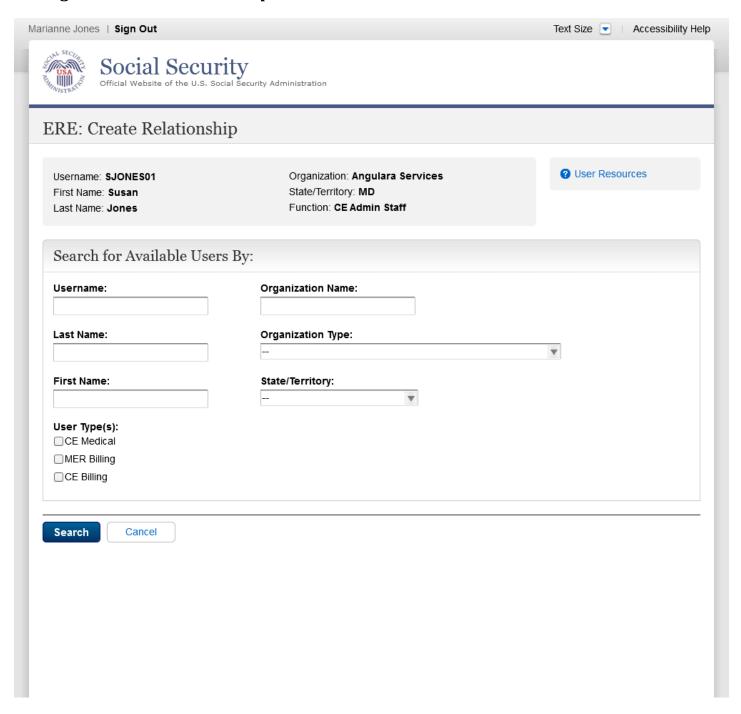
Account Maintenance Screens

Create an Individual End-User Account

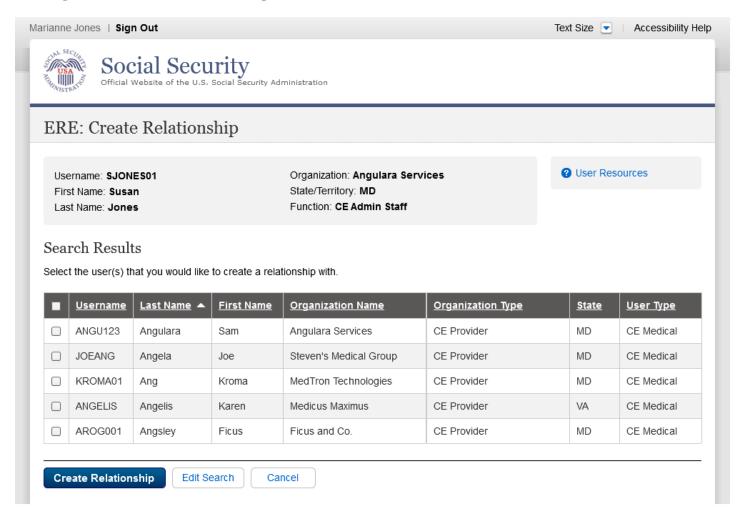
ianne Jones I Sign Out	Text Size 🔻 Accessibility F
Social Security Official Website of the U.S. Social Security Administration	
ERE: Create an Account	
Provide Account Information 2 Review 3 Confirmation	
Account Type & Username	② User Resources
What type of account would you like to create? Administrator Account	
© Regional Administrator Account	
Sponsor Account	
Individual End-User Account	
Demo Account	
Username:	
Username must contain:	
Exactly 8 characters At least one numeral	
At least one letter	
No special characters	
First Middle Last	
Primary Phone Number: O U.S. O International	
10-digit Number Ext.	
Alternate Phone Number (optional):	
○ U.S. ○ International	
10-digit Number Ext	
FAX Number (optional):	
U.S.	
10-digit Number Ext.	
Primary Email Address:	
Confirm Primary Email Address:	
Commit Filmary Email Address.	
Commin Frimary Email Address.	
Alternate Email Address (optional):	



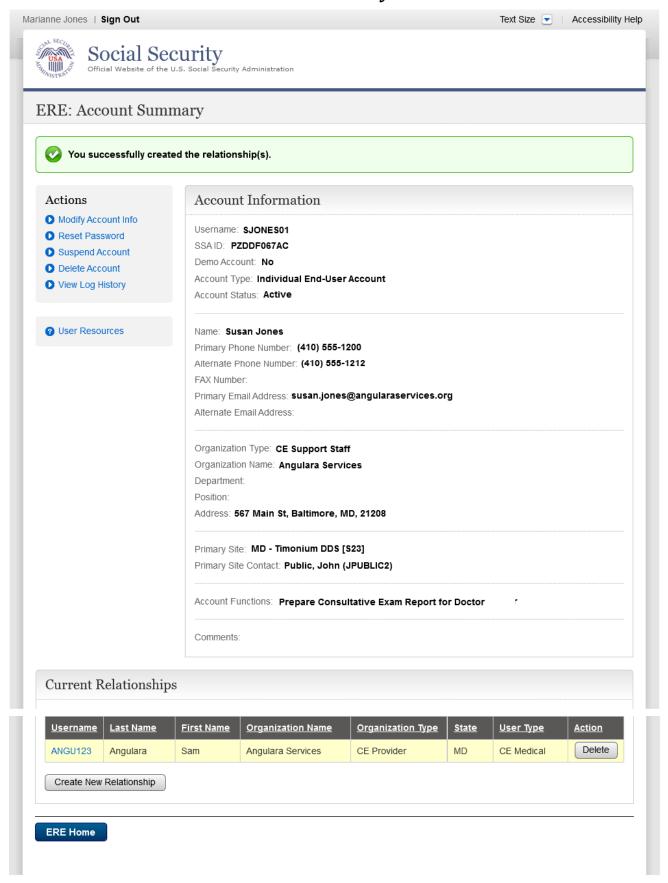
Manage End-User Relationships



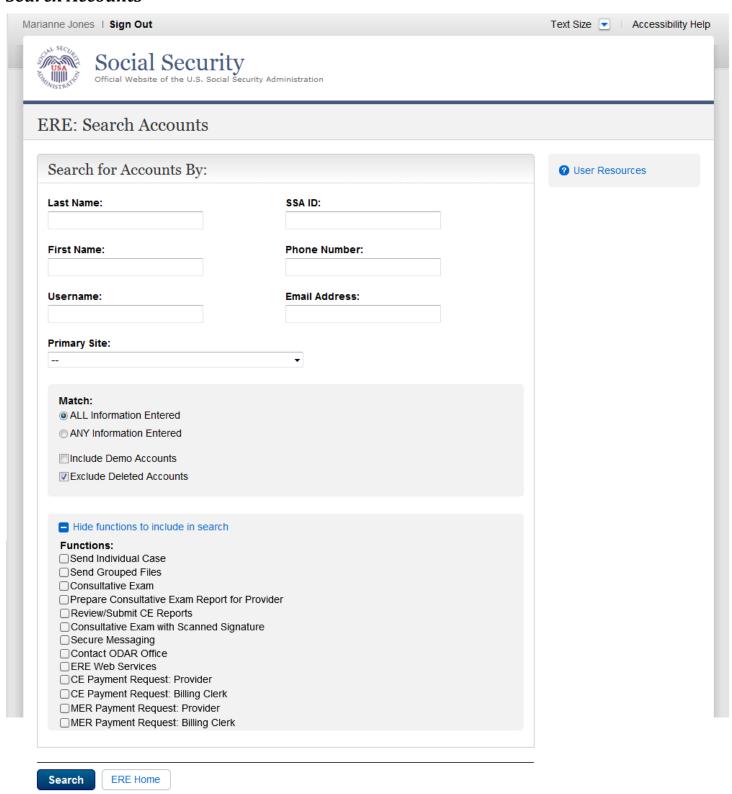
Manage End-User Relationships - Search Results



Create Individual End-User Account Summary

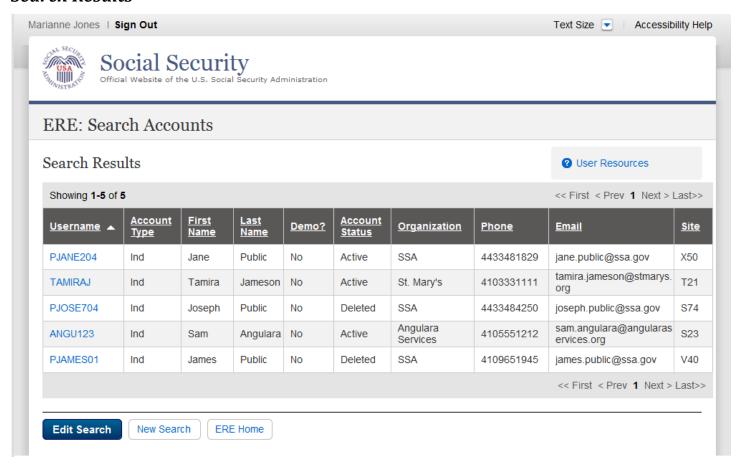


Search Accounts

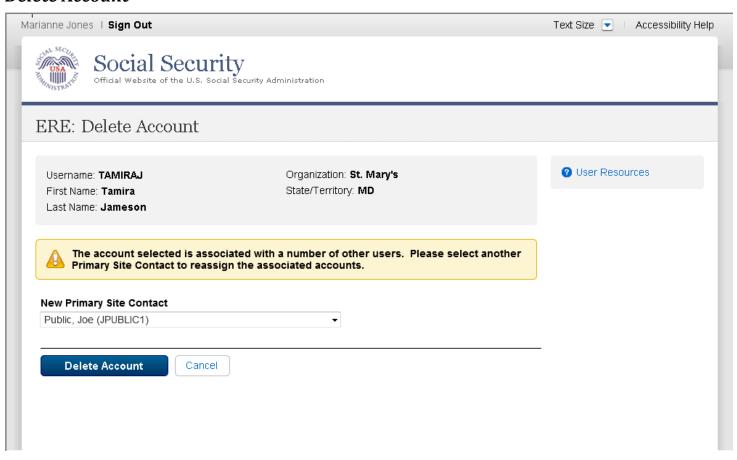


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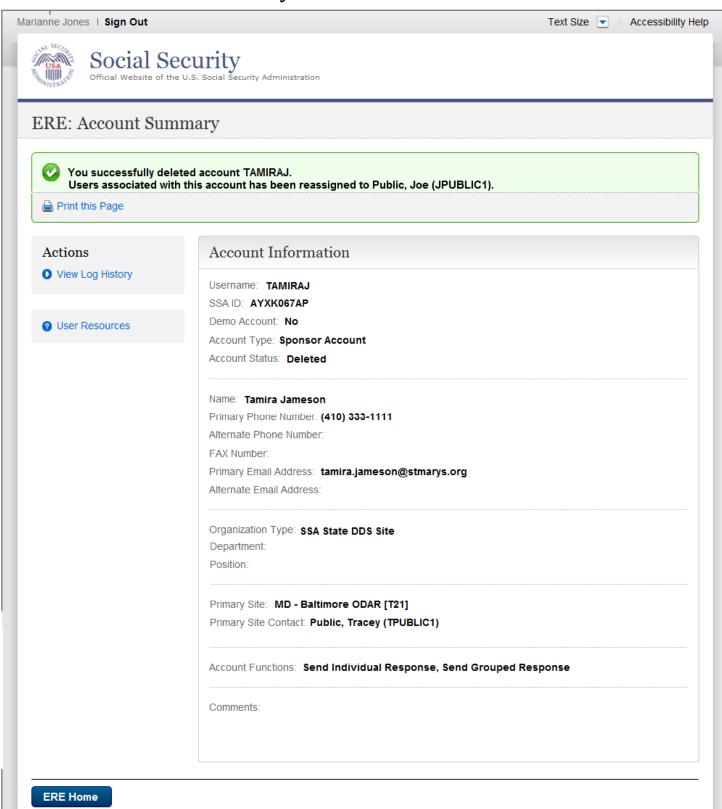
Search Results



Delete Account



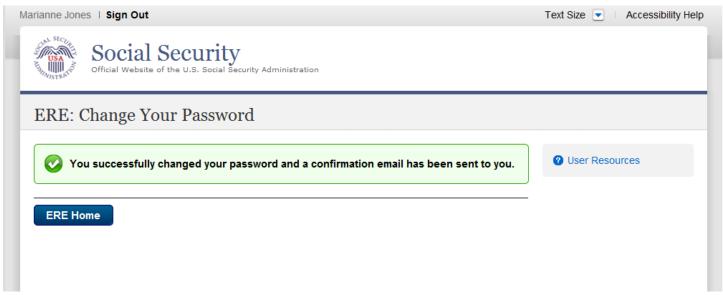
Delete Account - Account Summary



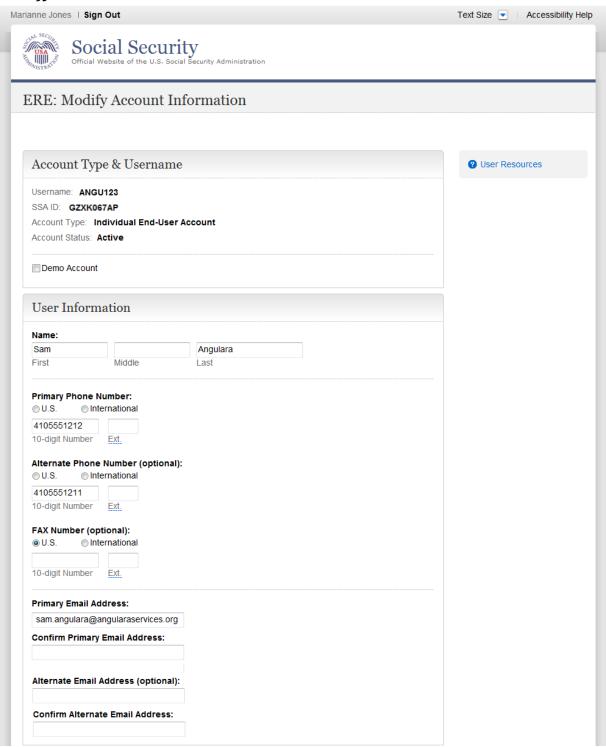
Change Your Password

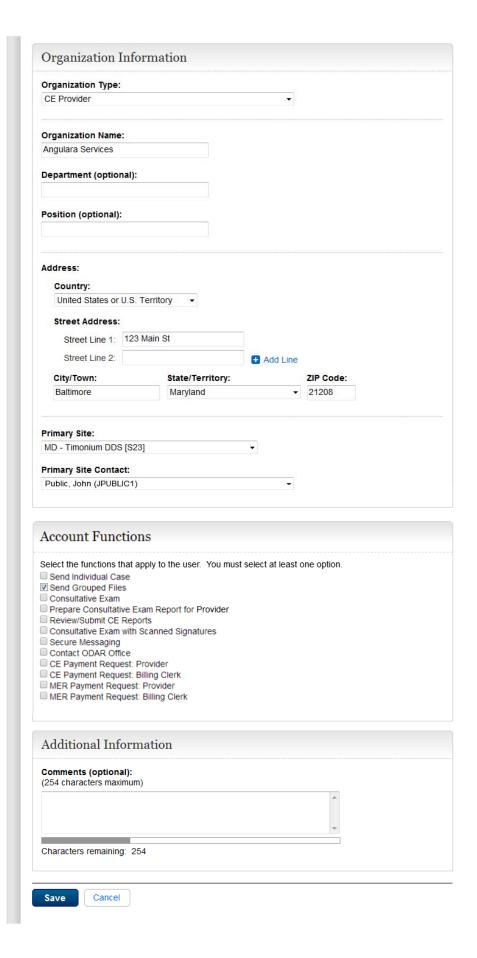


Change Your Password Confirmation

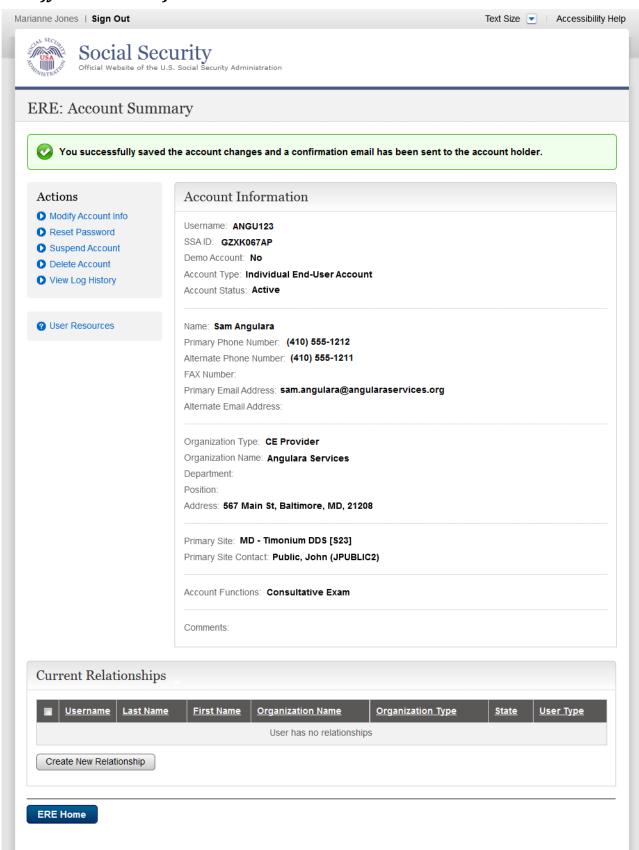


Modify Account

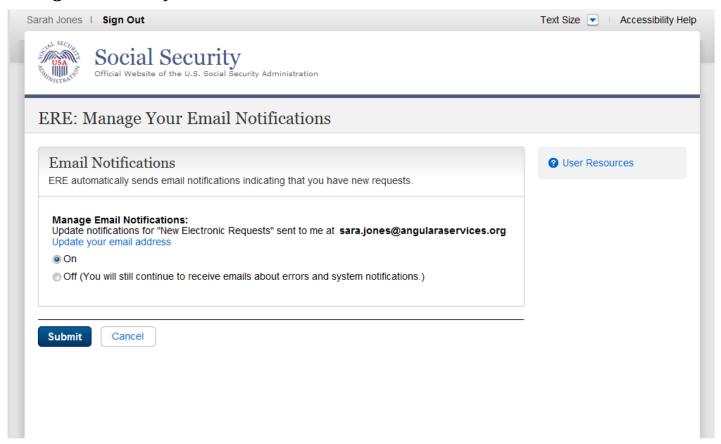




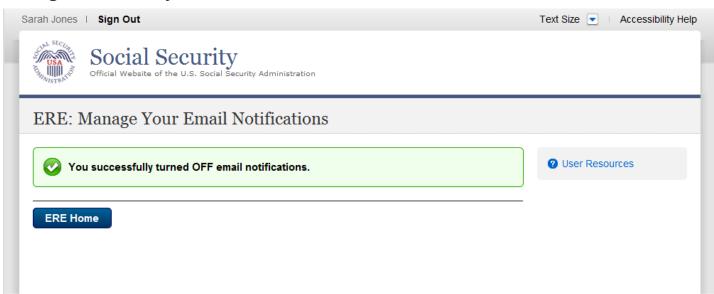
Modify Account Confirmation



Manage Email Notification



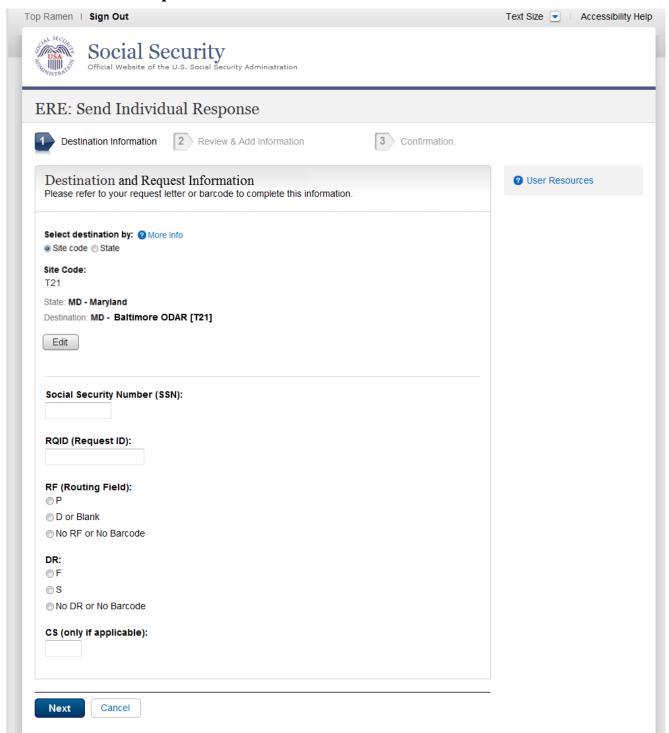
Manage Email - Confirmation



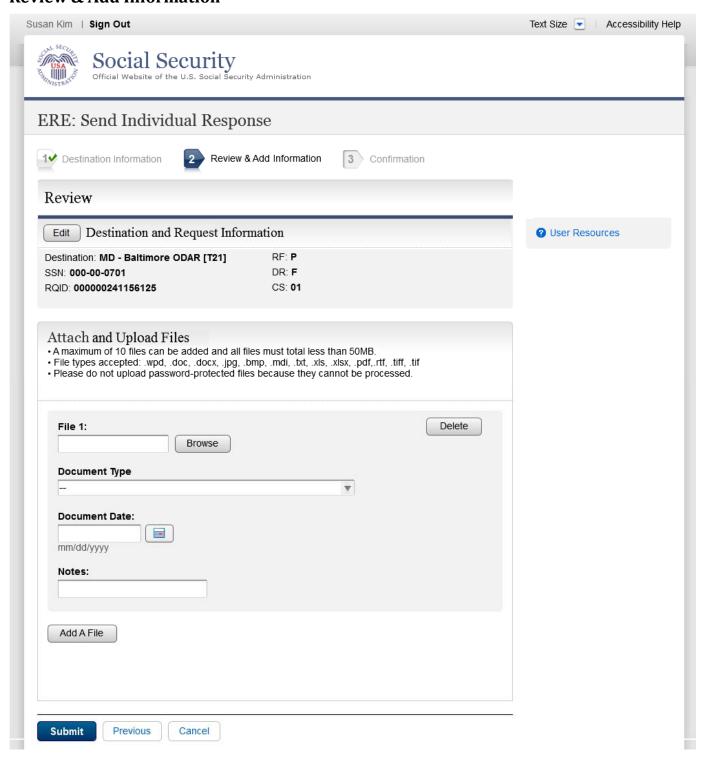
Evidence Services

Send Individual Response

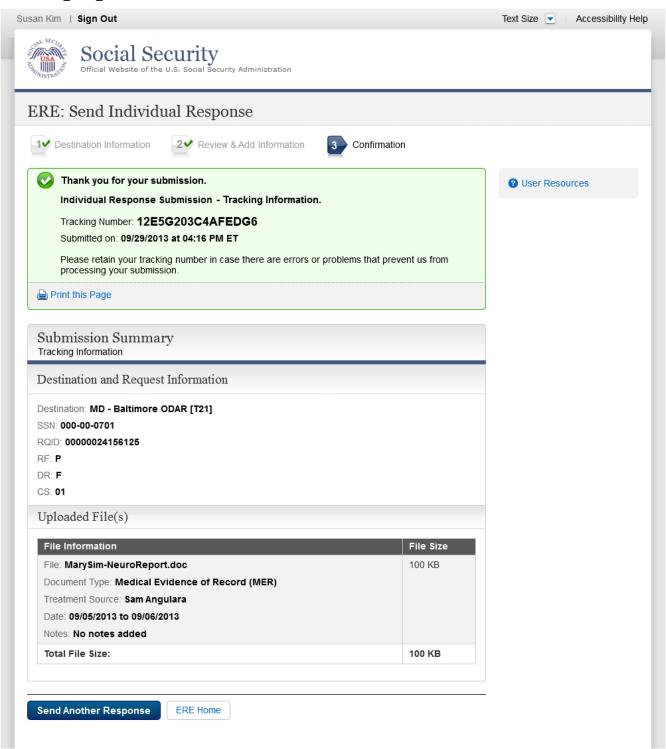
Destination and Request Information



Review & Add Information

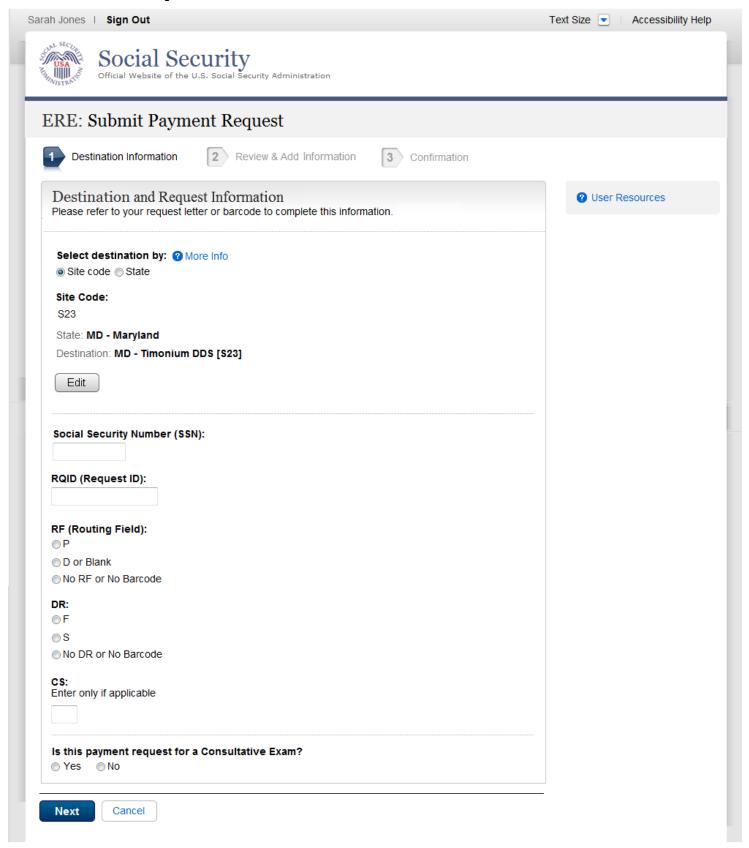


Tracking Page

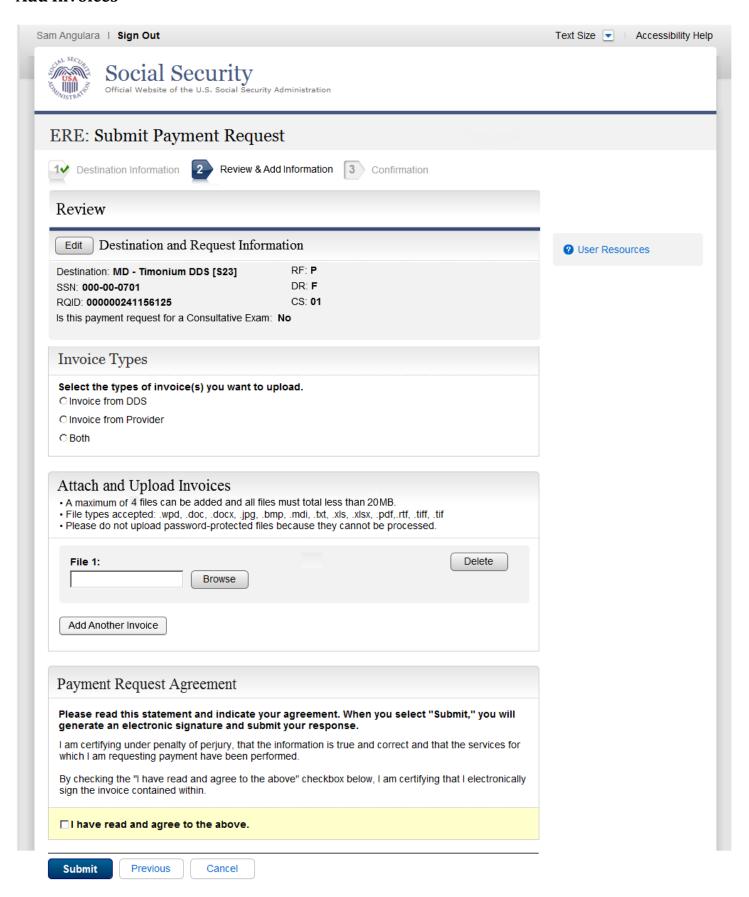


Submit MER Payment (non-eOR)

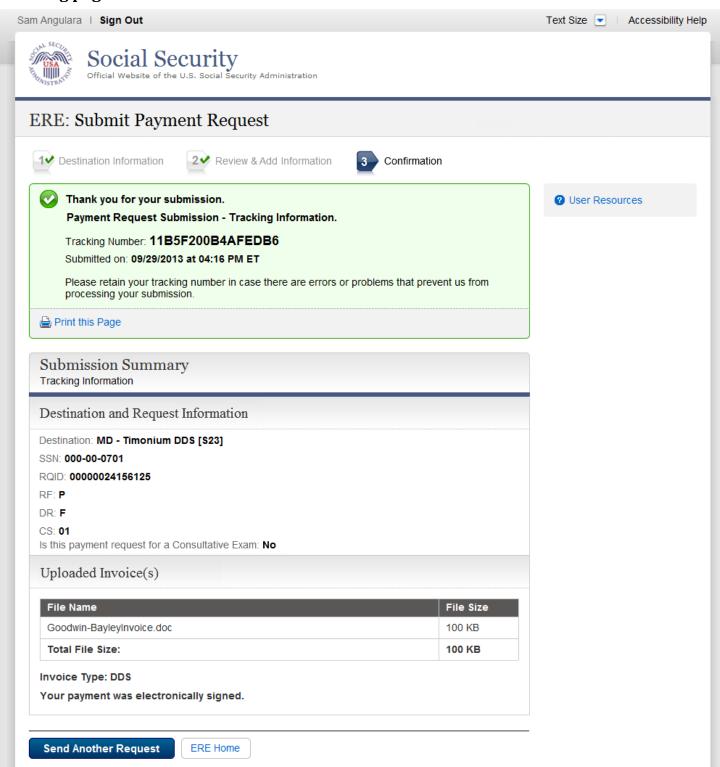
Destination and Request Information



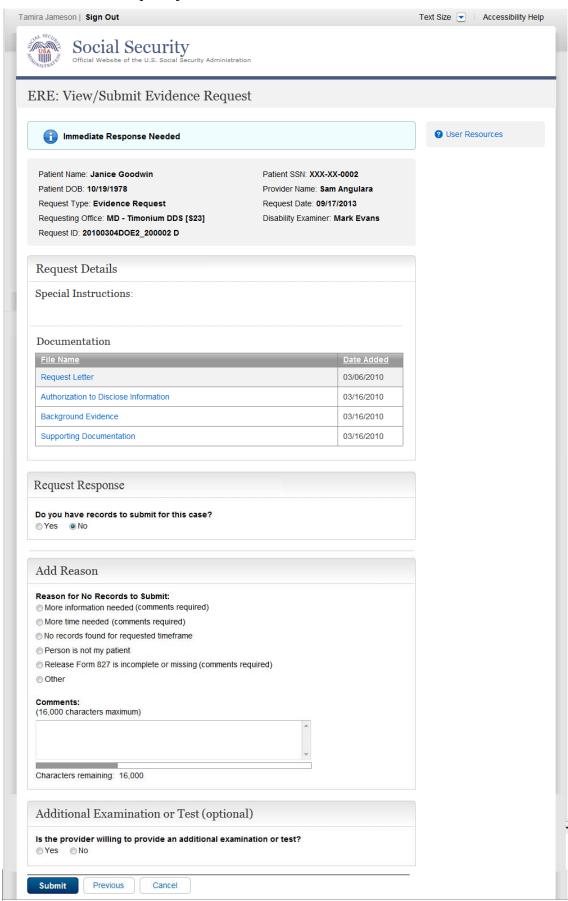
Add Invoices



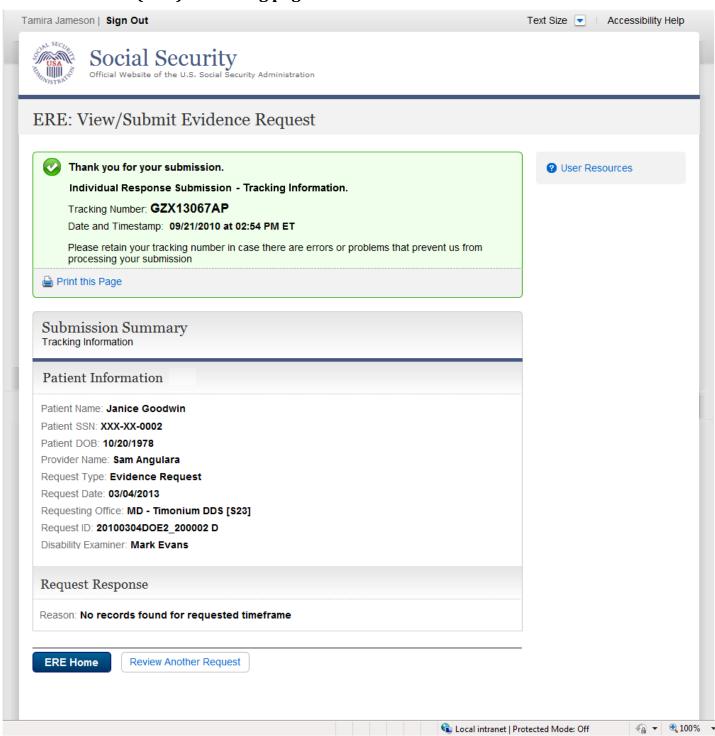
Tracking page



MER No Records (eOR)

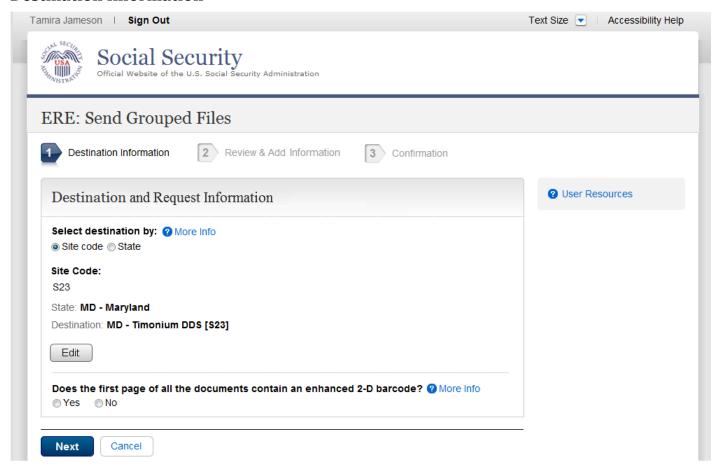


MER No Records (eOR) - Tracking page

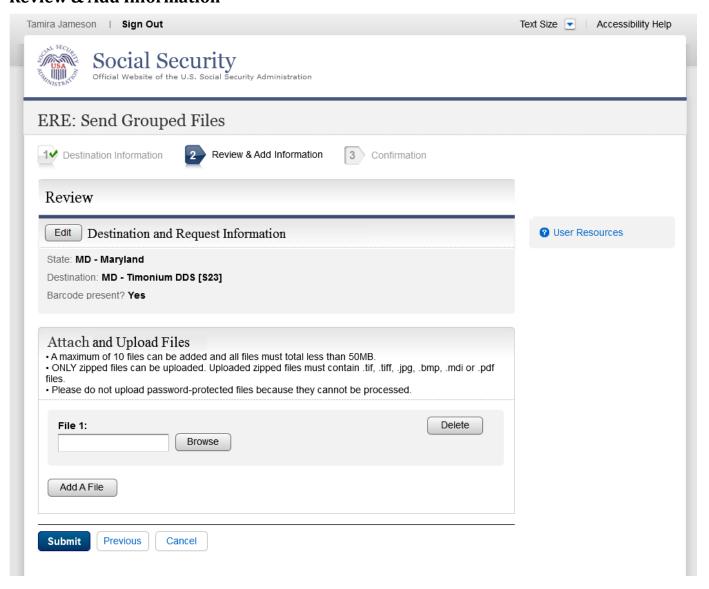


Send Grouped Response

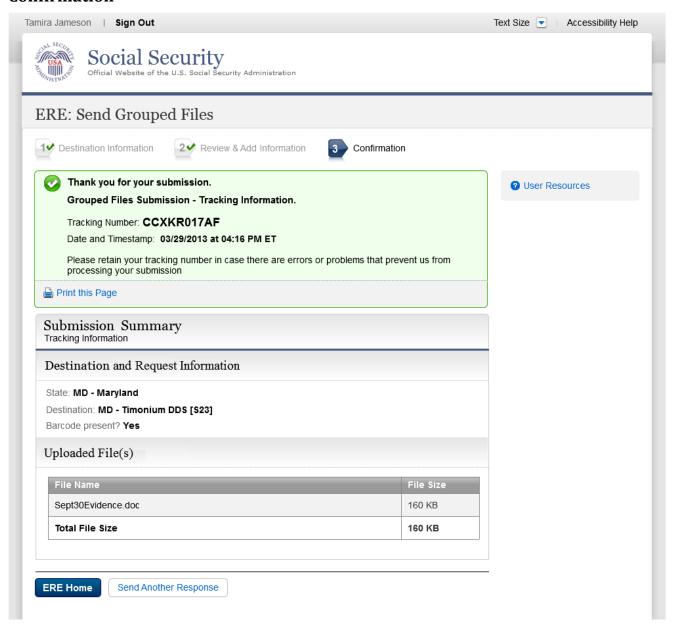
Destination Information



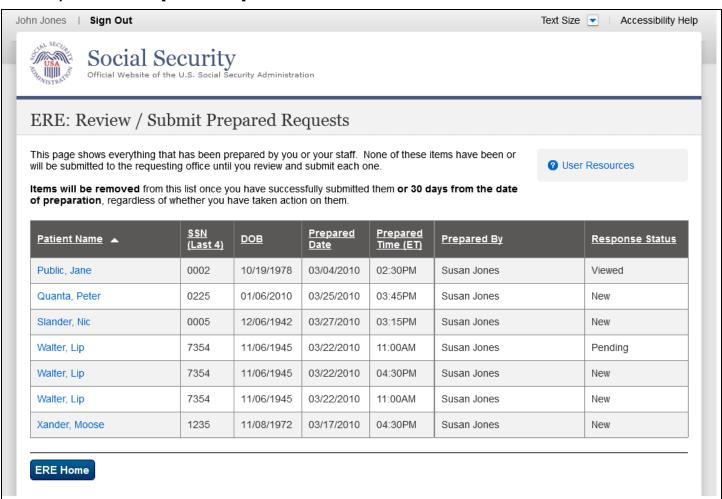
Review & Add Information



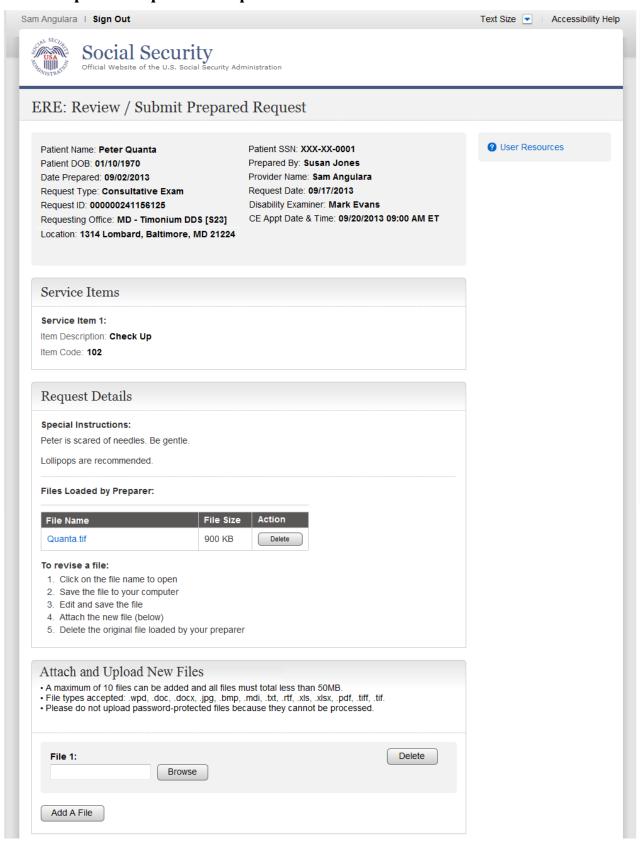
Confirmation

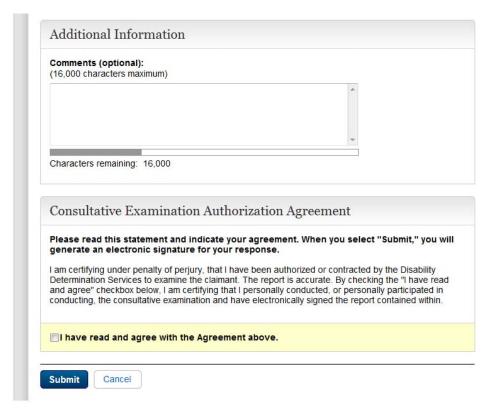


Review/Submit Prepared Requests

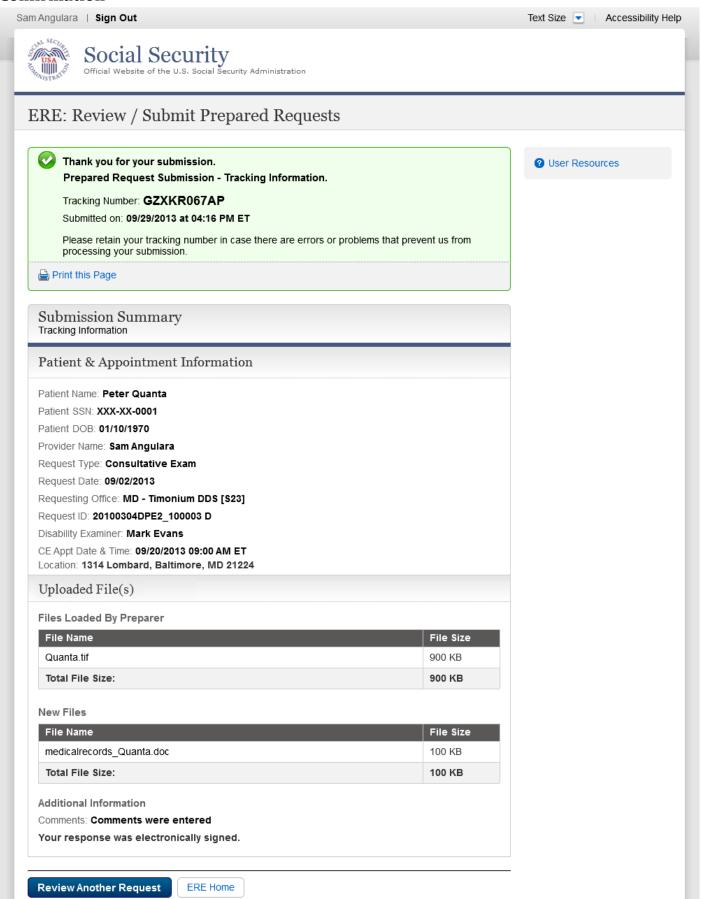


View Prepared Request and Upload Files - eOR

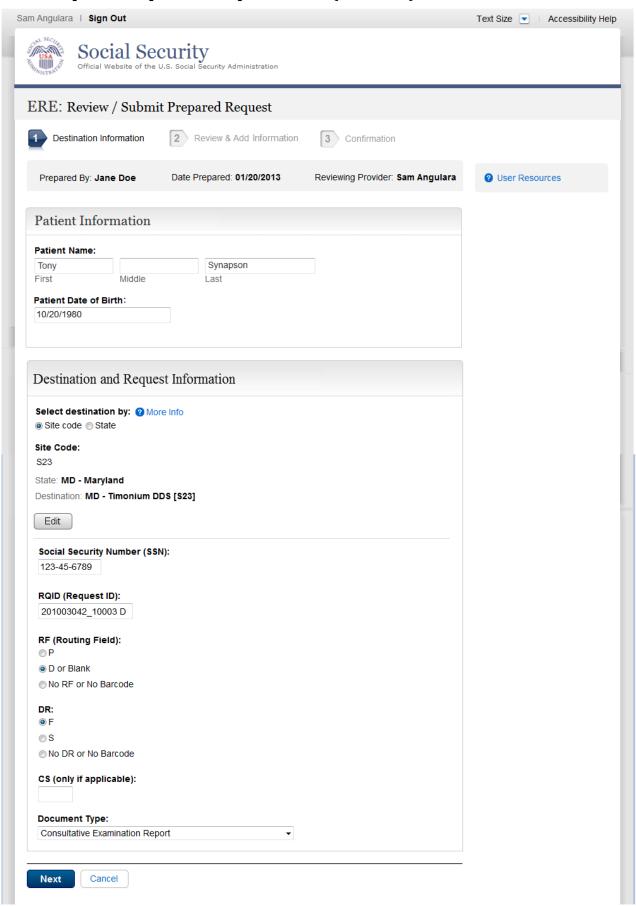




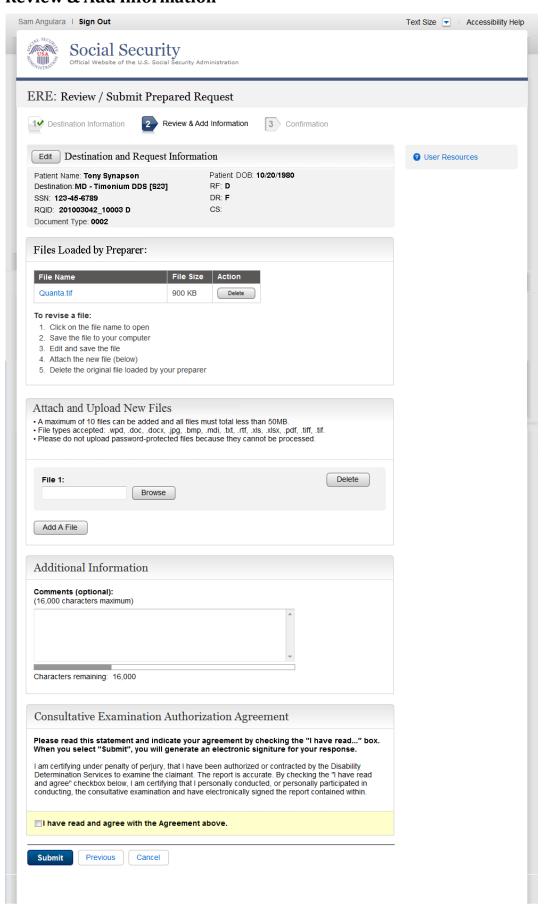
Confirmation



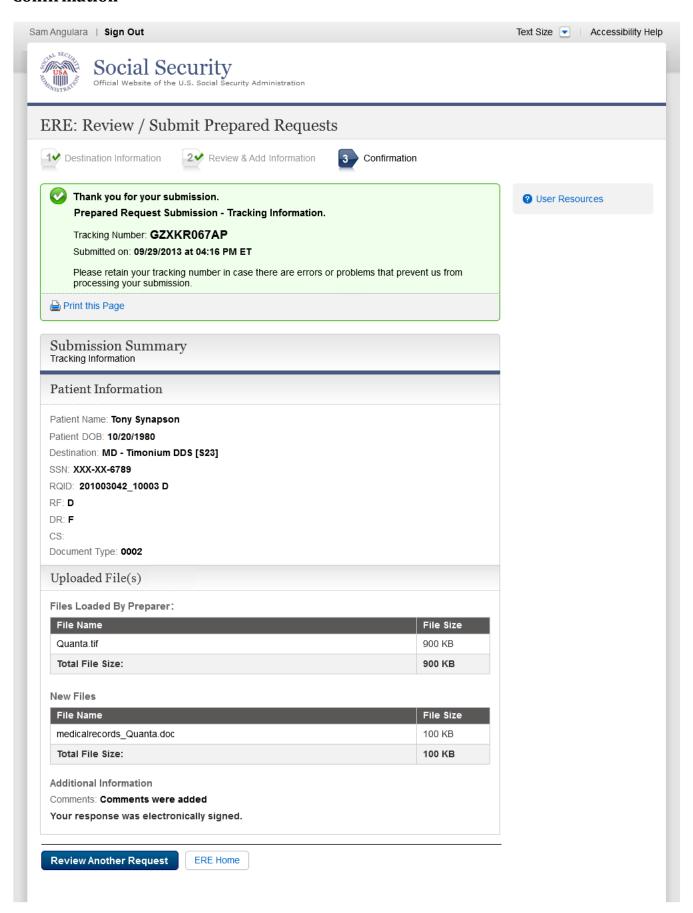
View Prepared Request and Upload Files (Non-eOR)



Review & Add Information

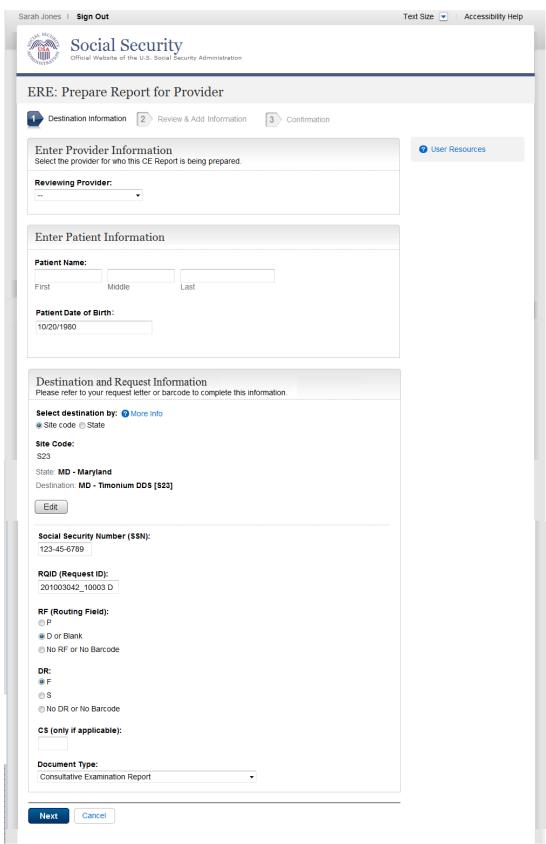


Confirmation

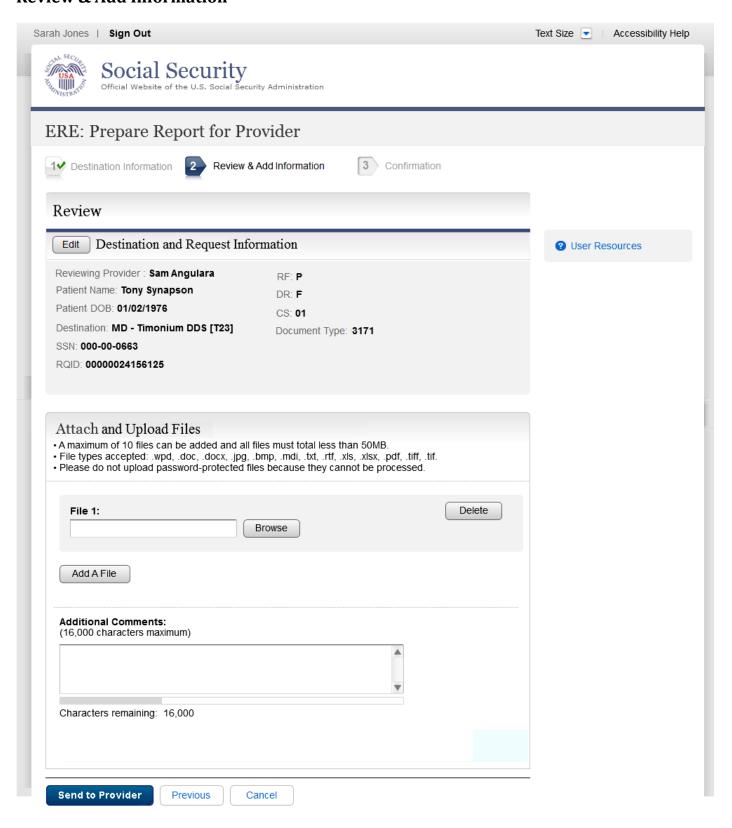


Prepare Report for Provider

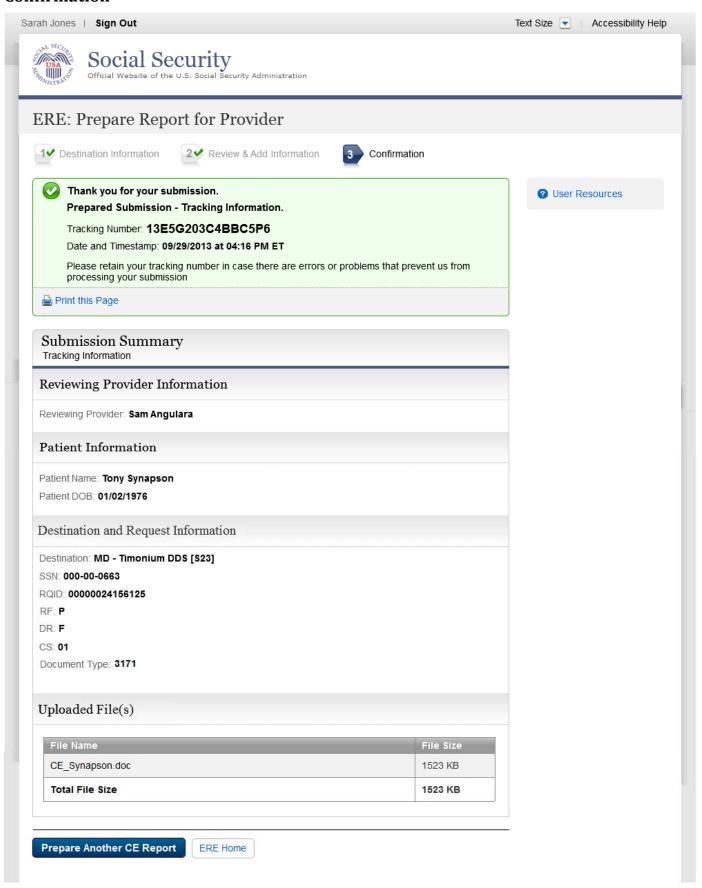
Destination Information



Review & Add Information

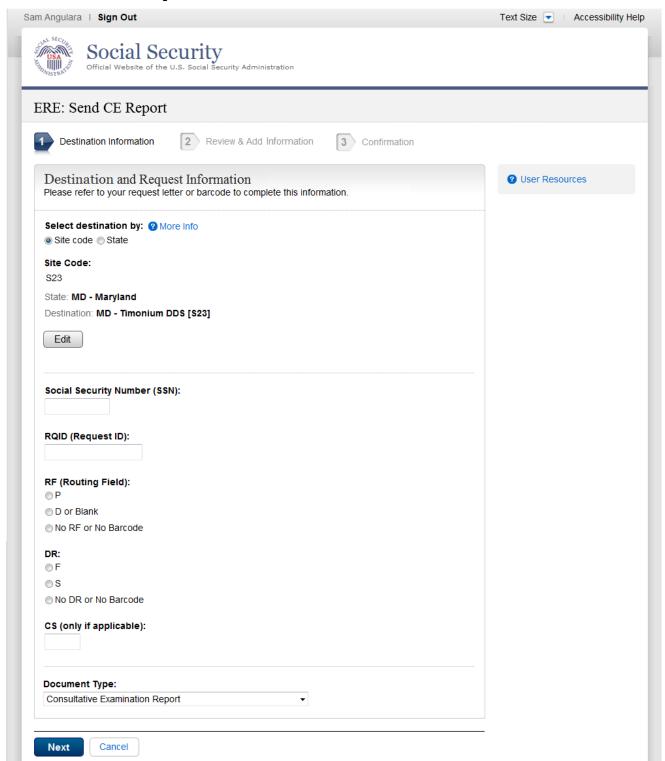


Confirmation

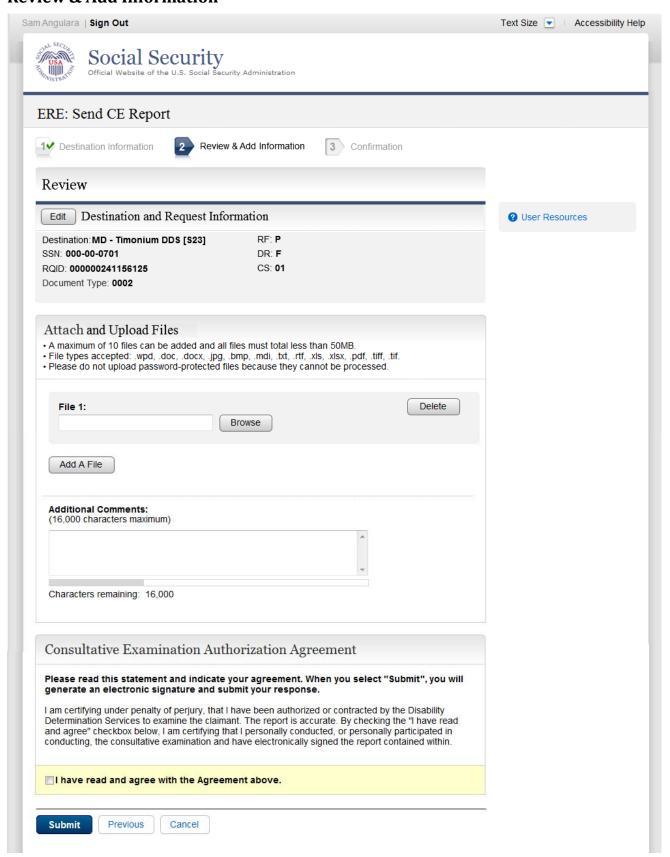


Send CE Report

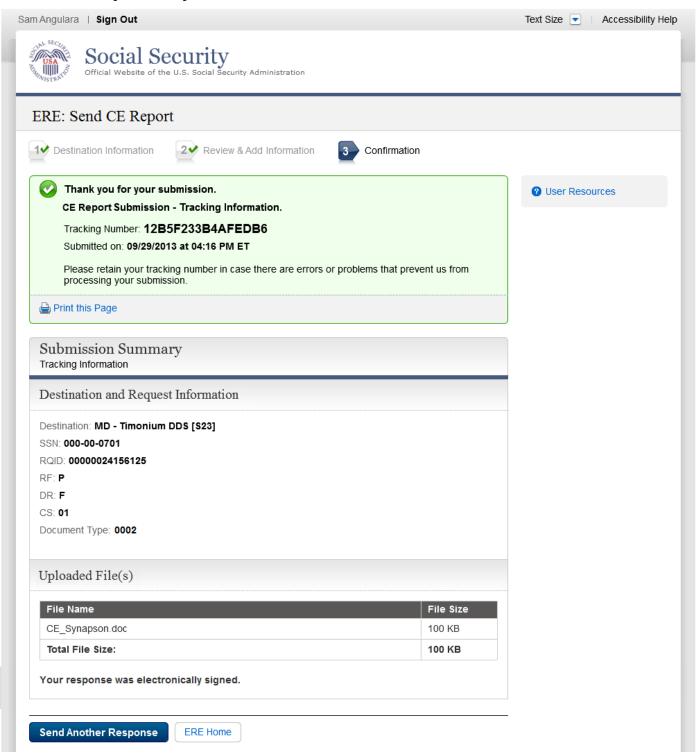
Destination and Request Information



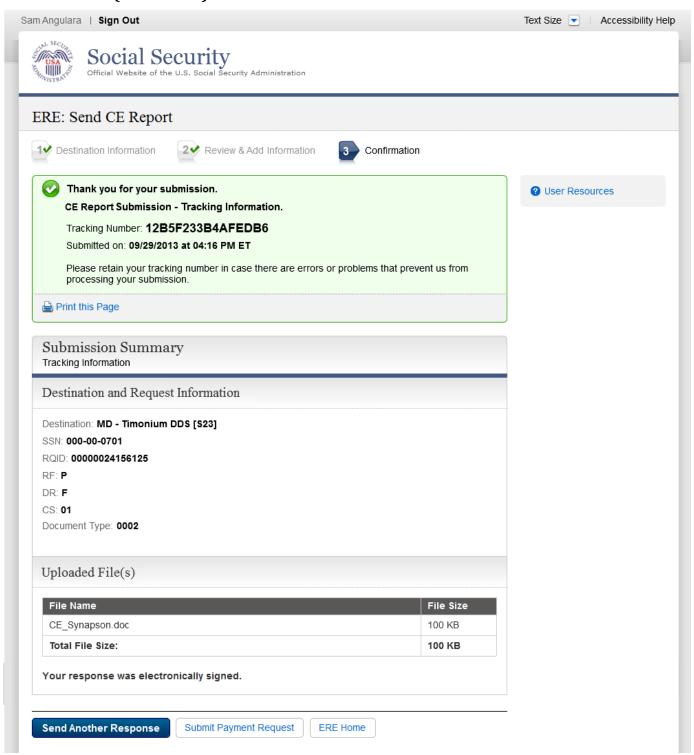
Review & Add Information



Confirmation (no fiscal)

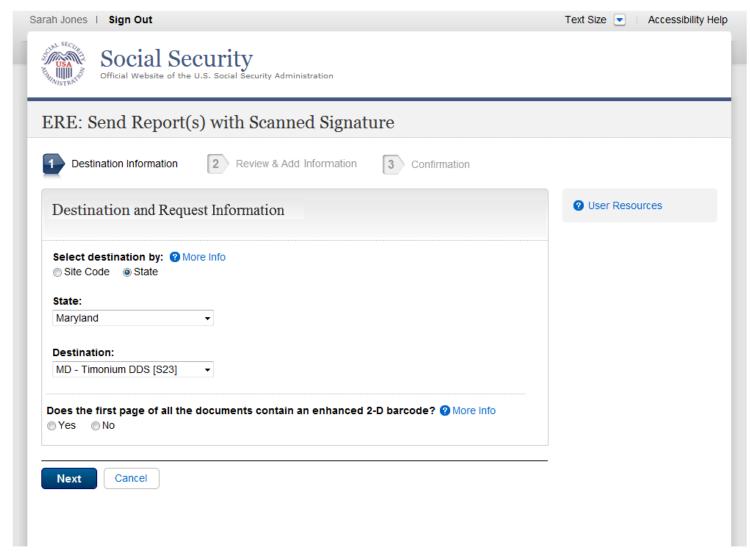


Confirmation (with fiscal)

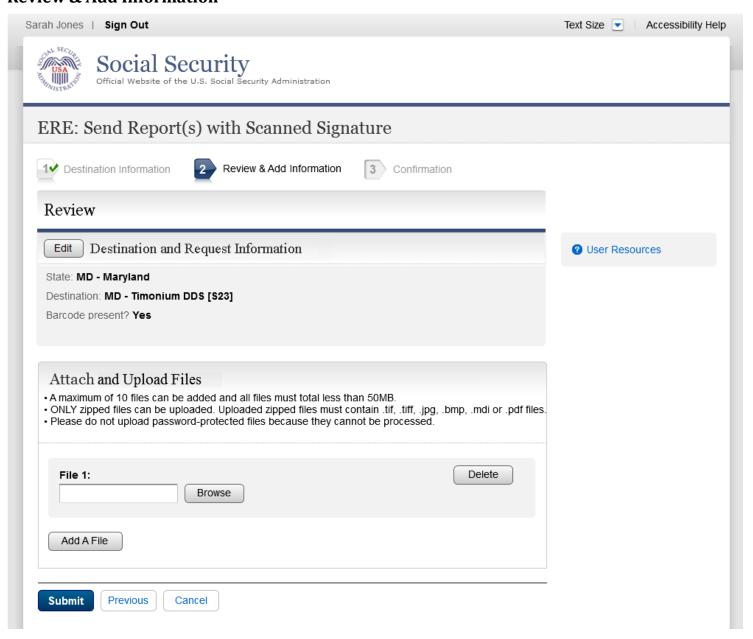


Send Report(s) with Scanned Signature

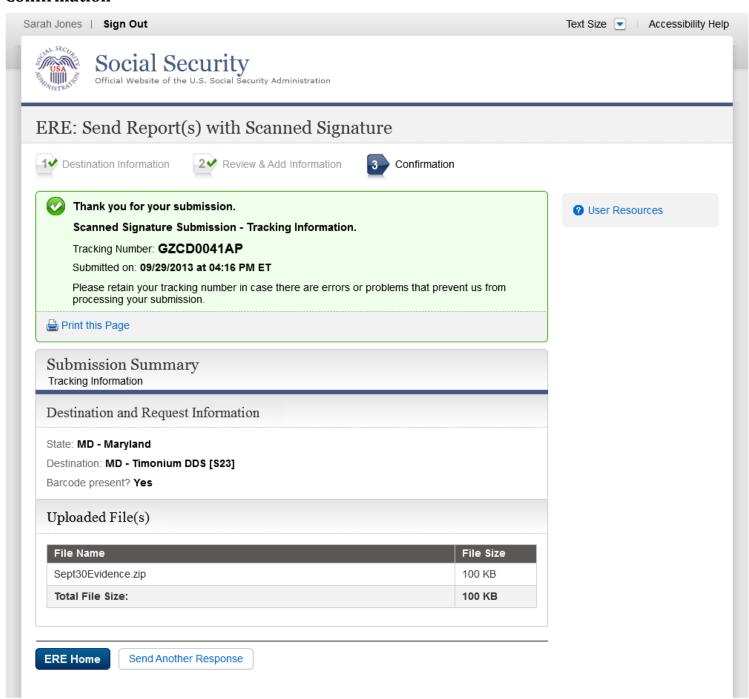
Destination Information



Review & Add Information

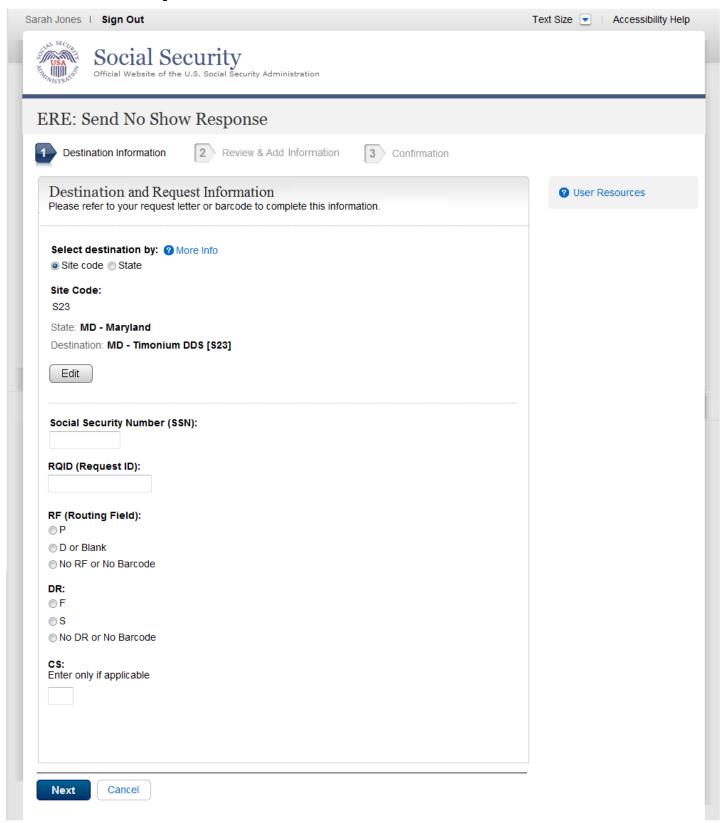


Confirmation

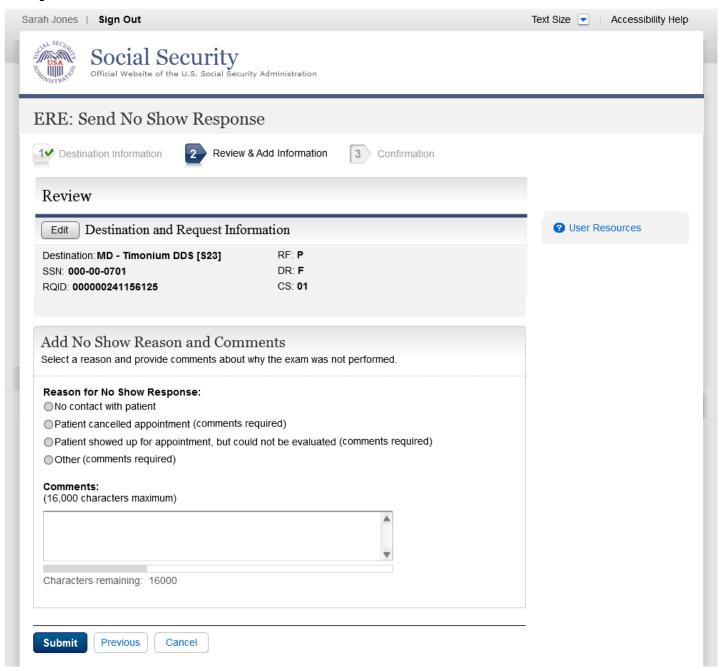


Send CE No Show Response

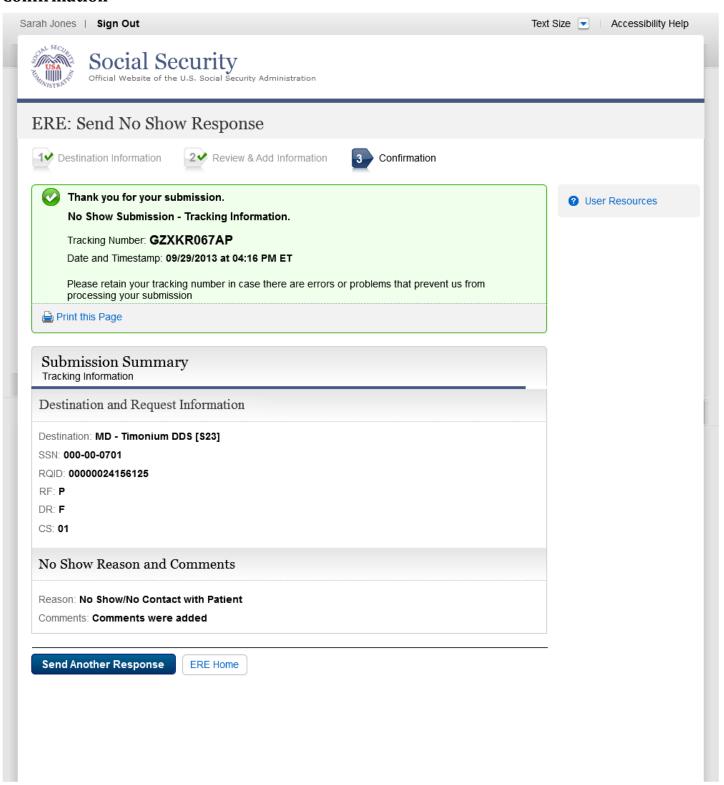
Destination and Request Information



Complete Reason



Confirmation

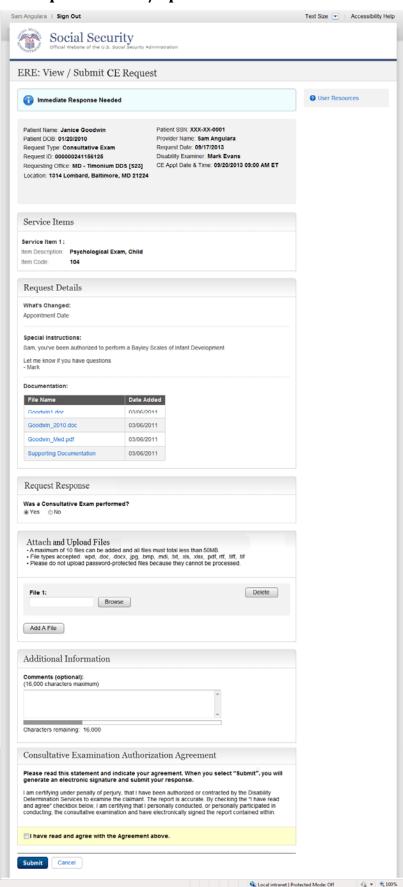


Access Electronic Requests

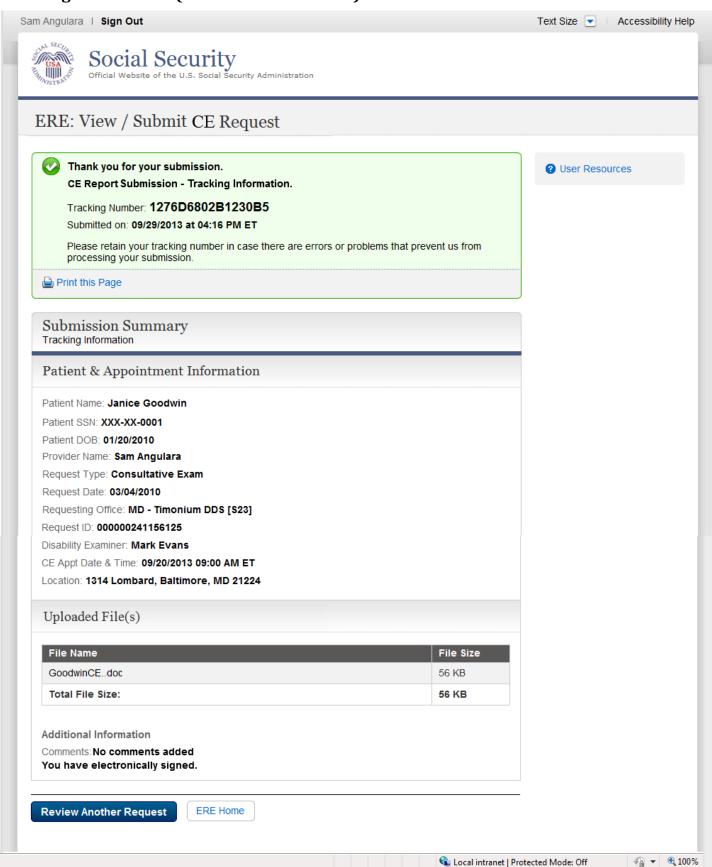
Open Requests Page



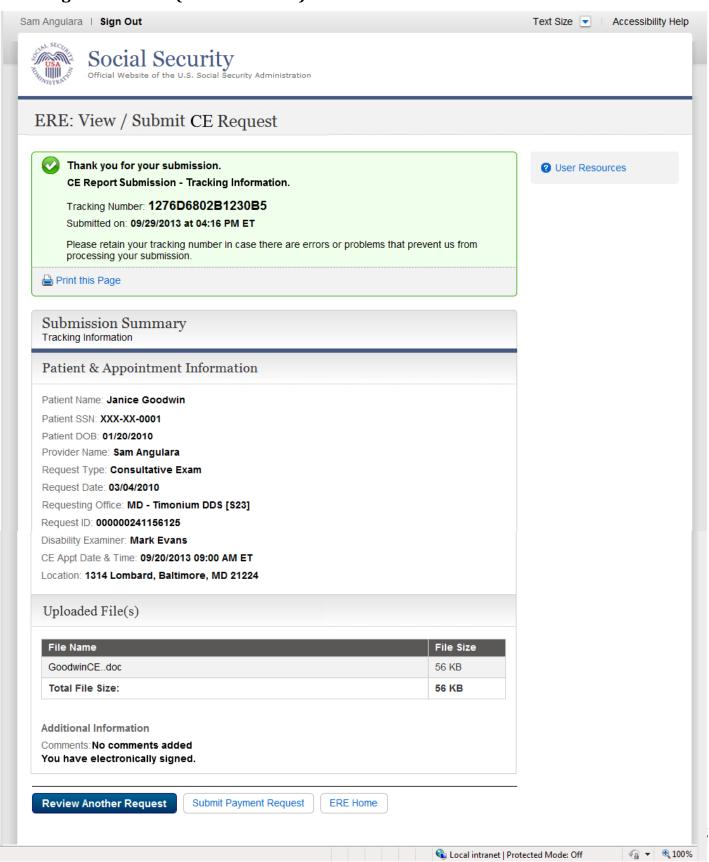
CE Request Details/Upload



Tracking Information (Site does not do fiscal)

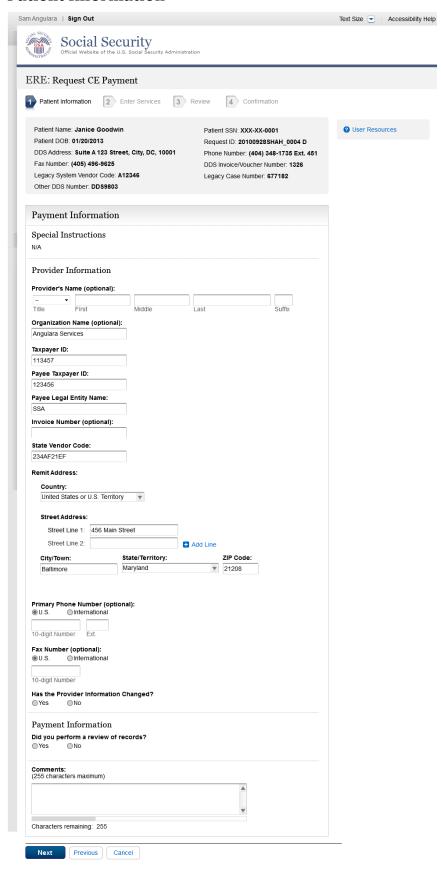


Tracking Information (Site does fiscal)

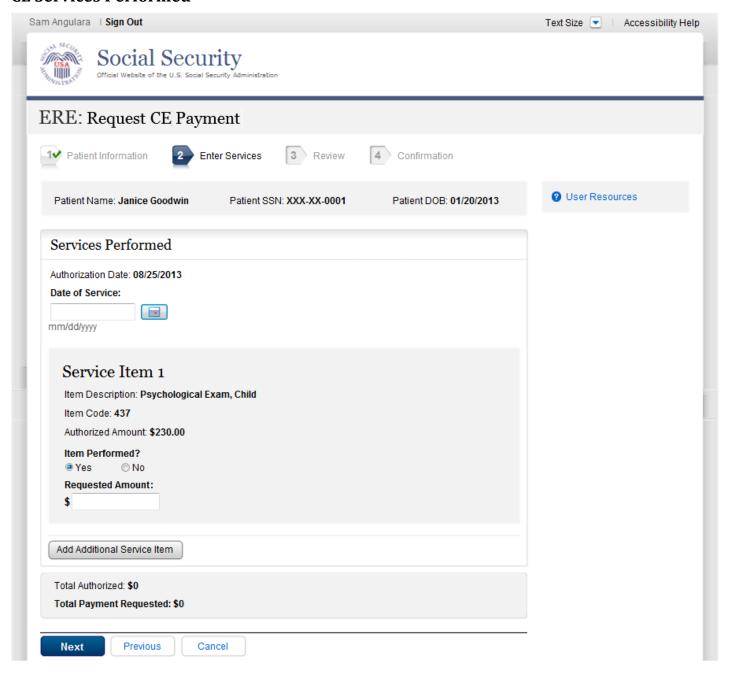


Request Consultative Exam (CE) Payment (eOR)

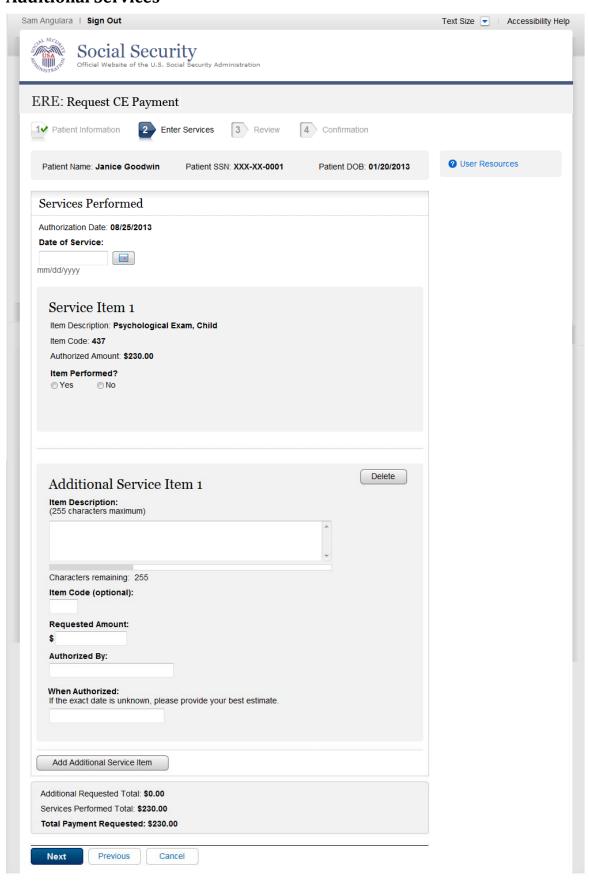
Patient Information



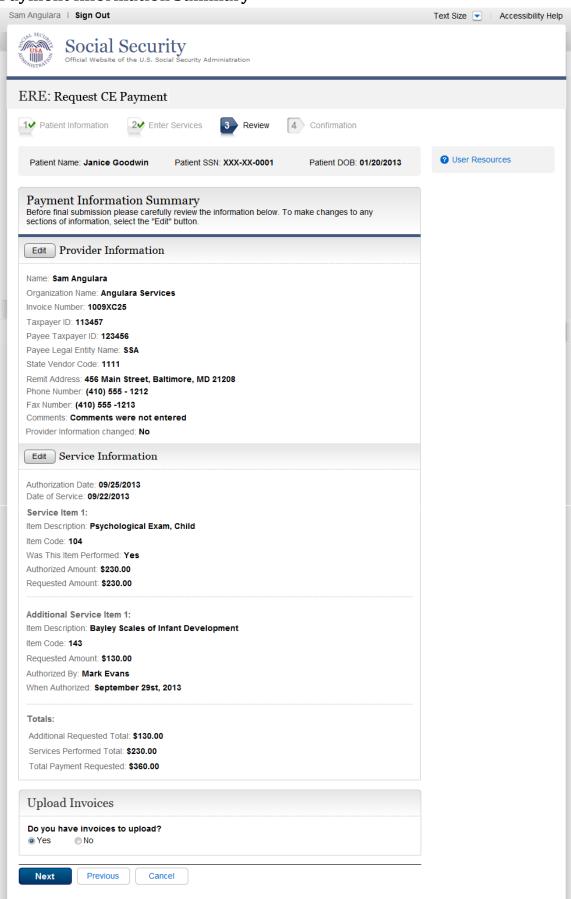
CE Services Performed



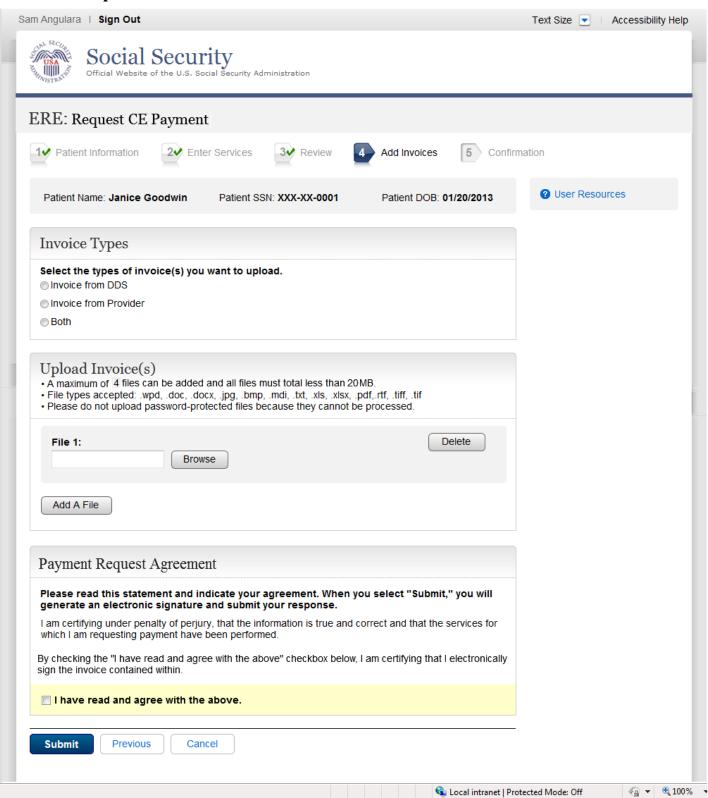
Additional Services



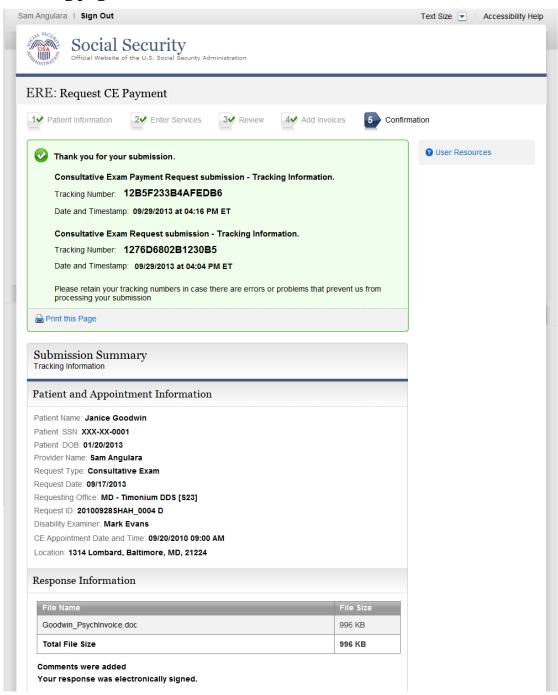
Payment Information Summary



Attach and Upload Invoices



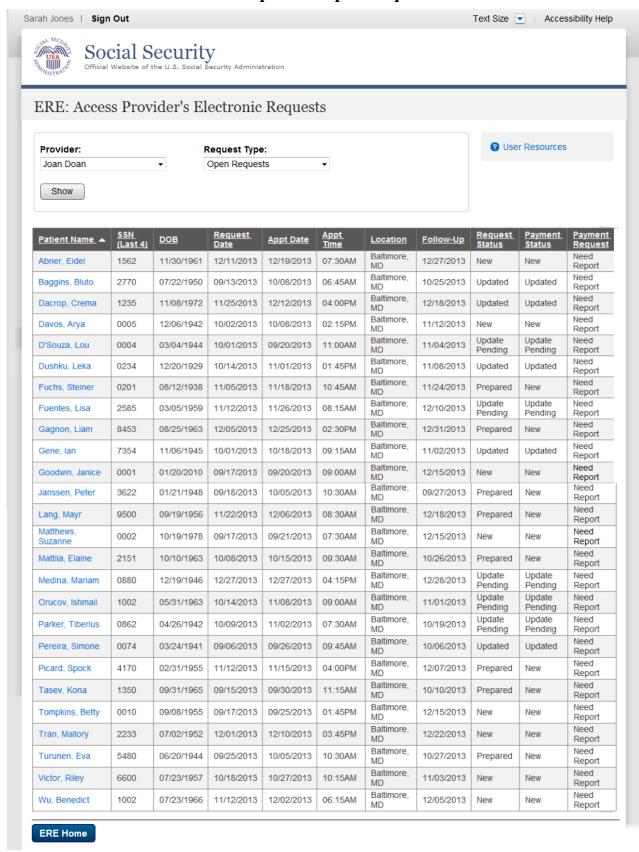
Tracking page



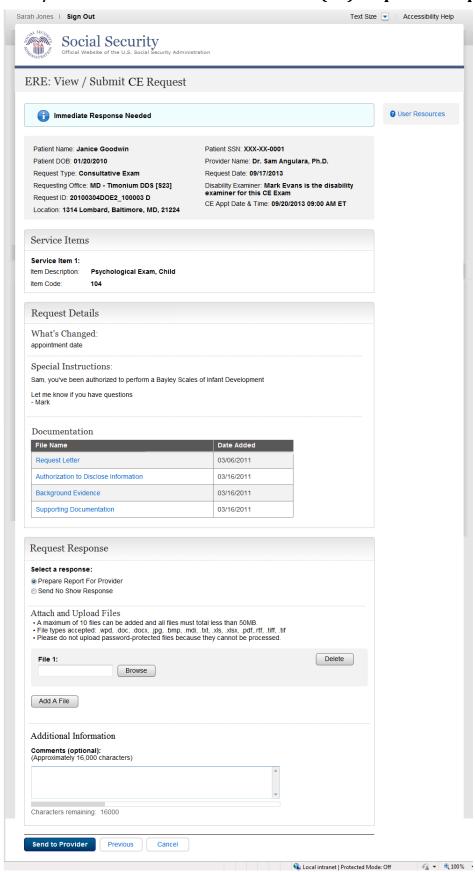
Payment Request Information DDS Invoice/Voucher Number: 1326 Legacy System Vendor Code: A12346 Legacy Case Number: 677182 Other DDS Number: DDS9803 Provider Name: Sam Angulara Organization Name: Angulara Services Invoice Number: 1009XC25 Taxpayer ID: 113457 Payee Taxpayer ID: 123456 Payee Legal Entity Name: SSA State Vendor Code: 1111 Remit Address: 456 Main Street, Baltimore, MD 21208 Phone Number: (410) 555 - 1212 Fax Number: (410) 555 - 1213 Comments: Comments were not entered Provider Information changed: No Authorization Date: 09/25/2013 Date of Service: 09/22/2013 Service Item 1: Item Description: Psychological Exam, Child Item Code: 104 Was This Item Performed: Yes Authorized Amount: \$230.00 Requested Amount: \$230.00 Additional Service Item 1: Item Description: Bayley Scales of Infant Development Item Code: 143 Requested Amount: \$130.00 Authorized By: Mark Evans When Authorized: September 29st, 2013 Totals: Additional Requested Total: \$130.00 Services Performed Total: \$230.00 Total Payment Requested: \$360.00 File Name Goodwin-BayleyInvoice.doc 56 KB Total File Size 56 KB Invoice Type: Invoice From DDS Comments: Additional comments were entered during the payment request submission. Your payment request was electronically signed. ERE Home Request Another Payment

Access Provider's Electronic Requests

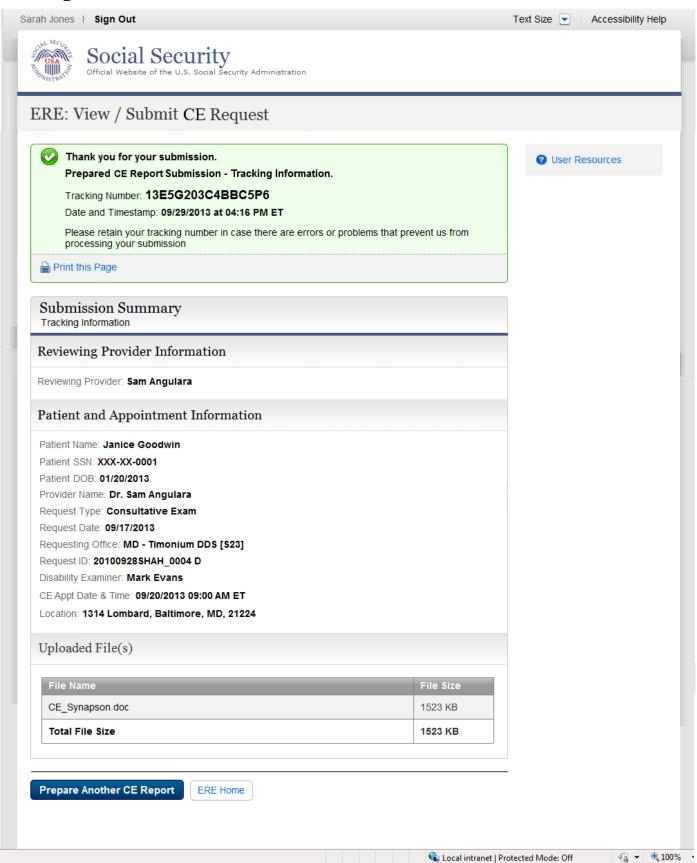
Access Provider's Electronic Requests - Open Requests



View/Submit Consultative Examination (CE) Request - Prepare Report for Provider (eOR)



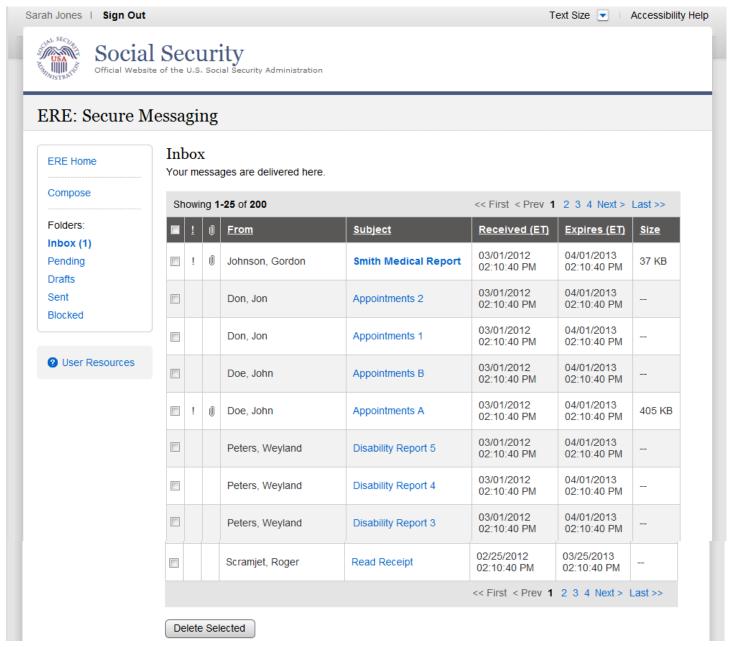
Tracking Information



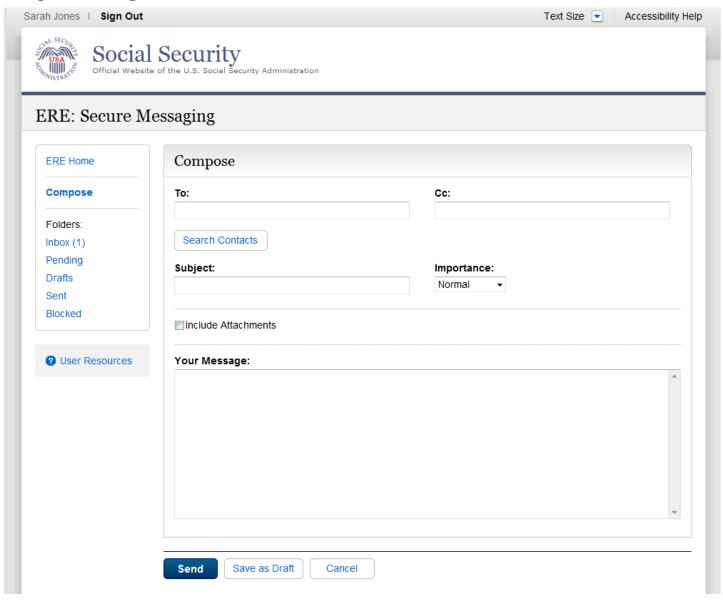
Communication Services

Messaging Services

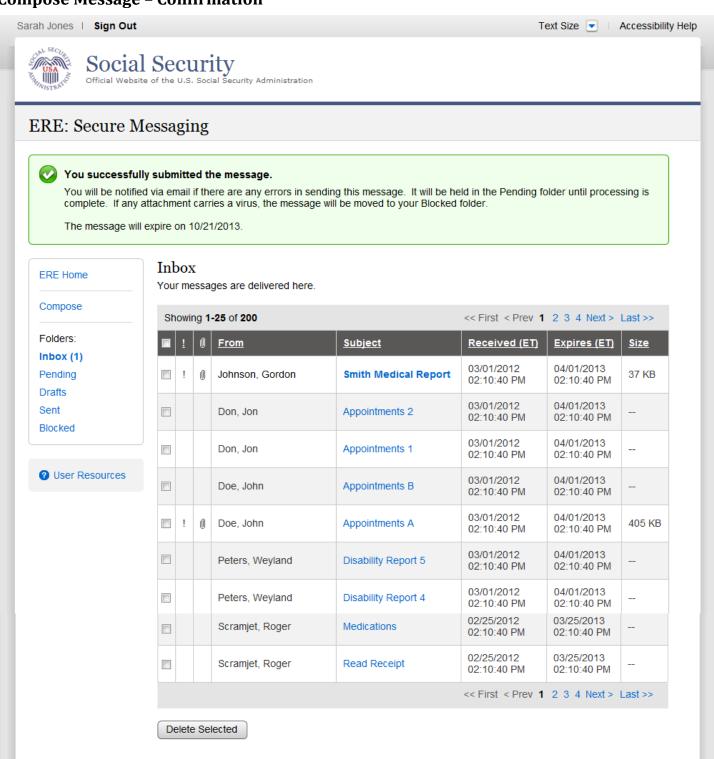
Secure Messaging - Inbox



Compose Message

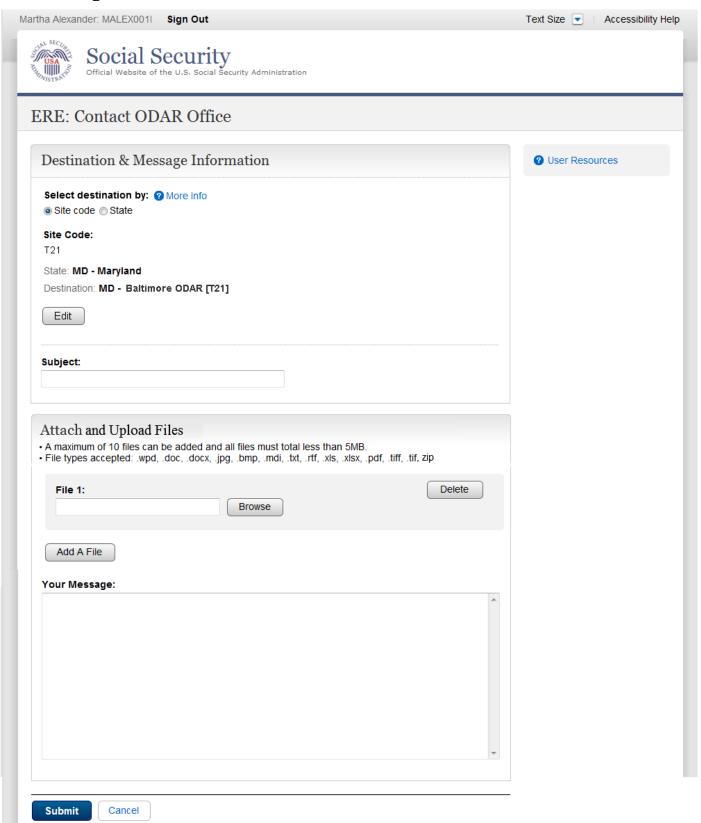


Compose Message - Confirmation

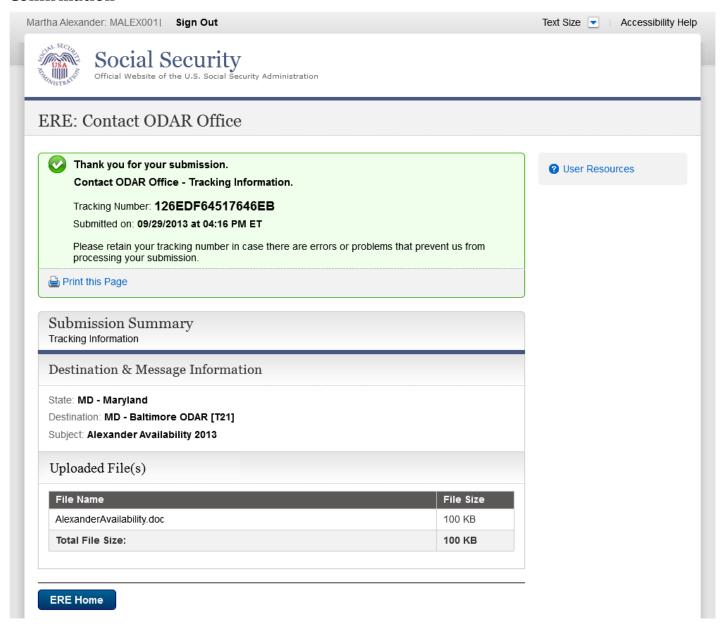


Communication Utility

Send Message and Files



Confirmation



Privacy Act Statement

