



SCREEN PACKAGE DOCUMENT

ELECTRONIC RECORDS EXPRESS (ERE) THIRD PARTY

OMB 0960-0753

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AR Login Page

Social Security Online

www.socialsecurity.gov

Business Services Online

BSO Welcome | BSO Information | Keyboard Navigation

HELP

Log In to Online Services - DEMO

Online Services Availability

- Monday-Friday: 5 AM - 1 AM ET
- Saturday: 5 AM - 11 PM ET
- Sunday: 8 AM - 11:30 PM ET

For your security, please log out of the application and close all Internet windows when you are finished.

New User?

You must create an account to use this website. Once you do, you will be provided a User ID to log in to our online services.

To create new account you will need to:

- Provide personal information
- Provide contact information
- Create your password and security questions

[Create Log In Account](#)

Did you register with SSA by [phone or paper form](#) and need to create a password?

Existing User?

Please log in below:

User ID:

Password:

[Forgot user ID?](#)

[Forgot your password?](#)

User Certification:

I understand that the Social Security Administration (SSA) will validate the information I provide against the information in SSA's files.

☐ I have read & agree to these terms.

Log In

www.socialsecurity.gov

BSO Welcome | BSO Information | Keyboard Navigation

Enter ERE

Social Security

The Official Website of the U.S. Social Security Administration

Appointed Representative Services

Electronic Records Express (ERE)

Electronic Records Express will provide you access to your authorized services, such as:

- Access Claimant's Electronic Folder
- Send Individual Response
- Track Status of Submissions
- Contact ODAR Office
- Get Status Reports

Enter ERE

Manage Account

- View / Edit Account Info
- Change Password
- Disable Account

Registration

Internet Registration for Appointed Representative Services is currently unavailable while we improve the online registration process. Please complete the paper form SSA-1699 to register for Direct Pay or to update your information, and fax it to 1-877-268-3827.

Log Out

AR Home Page

APOSTOL LITA : 3XP2FKTS5X

Sign Out

Text Size

Accessibility Help



Social Security

The Official Website of the U.S. Social Security Administration

Electronic Records Express (ERE)

OMB No. 0960-0767
Paperwork Reduction Act

System Notices (2) - Last Updated: 09/24/2020

What's New? - Last Updated: 09/26/2020

[Sign Up for Email/Text ERE System Notifications](#)

Electronic Folder Functions [Help](#)

- [Access Claimant's Electronic Folder](#)
- [Pick Up Files](#)
- [Get Status Reports](#)

Messaging Functions [Help](#)

- [Contact OHO Office](#)

Evidence Functions [Help](#)

- [Send Individual Response](#)
- [Track Status of Submissions](#)

Account Functions [Help](#)

- [Manage Your Email Notifications](#)

Help & Support

Email:
EETechSupport@ssa.gov

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

[User Resources](#)

For your security, please log out and close all Internet windows when you are finished.

[Return to Appointed Representative Services](#)

Electronic Folder Agreement Screen

APOSTOL LITA : 3XP2FKTS5X

Sign Out

Text Size

Accessibility Help



Social Security

The Official Website of the U.S. Social Security Administration

ERE: Electronic Folder Agreement

Acknowledgement for Online Services

By entering this United States Government website, I agree to the following terms and conditions:

- I will not disclose any information or data about a claimant that I access on this website without the claimant's written, signed consent unless there is a Federal law or regulation authorizing me to disclose this information or data;
- I will not knowingly furnish, or participate in furnishing, false or misleading information to the Social Security Administration;
- I will not enter this website unless I have installed anti-virus software, anti-spyware software, and personal firewalls on my computer;
- I will update my operating system, application software, and security software regularly to maintain the latest data protection;
- I will not store User-IDs and passwords on my computer.

WARNING

- If you improperly disclose any information or data that you access on this website or fail to take proper measures to protect that information or data from improper disclosure, and your actions result in an improper disclosure, you may be suspended for 1-5 years from representing anyone before the Social Security Administration, or you may be disqualified from representing anyone before the Social Security Administration for an indefinite period of time.
- If you improperly disclose any information or data that you access on this website or fail to take proper measures to protect that information or data from improper disclosure, and your actions result in an improper disclosure, you may be found guilty of a felony and subject to a fine of not more than \$10,000 or imprisonment of not more than 5 years, or both.
- If you knowingly furnish, or participate in furnishing, false or misleading information to the Social Security Administration, you may be subject to civil and/or criminal prosecution.
- Use of the Certified Electronic Folder may be monitored, recorded, and audited. We may disclose unauthorized or improper use to law enforcement personnel investigating or prosecuting a violation of civil or criminal law and to officials of domestic and foreign agencies.

By providing the Claimant's Social Security Number to access his or her Electronic Folder and selecting the "I Agree" button, you certify that you have read, understand, and agree to the above statements.

Claimant's Social Security Number (SSN):

[User Resources](#)

I Agree

Cancel

Folder Access Errors

Folder Cannot Be Accessed Screen – Paper Case

**Social Security**
The Official Website of the U.S. Social Security Administration

ERE: Electronic Folder Agreement

 **Folder cannot be accessed**

Access for this folder cannot be provided for the following reason:

- This is a paper case.

Please contact your local office to obtain a copy of the file.

[New Case Search](#) [ERE Home](#)

Folder Cannot Be Accessed Screen – Multiple Cases Pending

**Social Security**
The Official Website of the U.S. Social Security Administration

ERE: Electronic Folder Agreement

 **Folder cannot be accessed**

Access for this folder cannot be provided for the following reason:

- There are multiple cases pending.

Please contact your local office to obtain a copy of the file.

[New Case Search](#) [ERE Home](#)

Folder Cannot Be Accessed Screen – No active or closed cases

**Social Security**
The Official Website of the U.S. Social Security Administration

ERE: Electronic Folder Agreement

 **Folder cannot be accessed**
Access for this folder cannot be provided for the following reason:

- There are no active or recently closed cases.

[New Case Search](#) [ERE Home](#)

eFolder Access Denied Screen – Unsuccessful Attempts Warning

**Social Security**
The Official Website of the U.S. Social Security Administration

ERE: Electronic Folder Agreement

 **Access Denied**
The Social Security Number you entered: 123-23-2345 does not match any records in this system.

- If you entered the incorrect SSN, please reenter it.
- If this SSN is correct, please contact the Social Security Office working on this case to determine why you were denied access.

Your ability to use the Access Claimants Electronic Folder feature will be suspended after 10 unsuccessful attempts within 24 hours.

[Return to Acknowledgement Screen](#)

eFolder Access Denied Screen – Account Suspension

**Social Security**
The Official Website of the U.S. Social Security Administration

ERE: Electronic Folder Agreement

 **Access Suspended**
The Access Claimant's Electronic Services feature has been suspended because of multiple unsuccessful attempts to access a record that was unavailable to you.
To reactivate your access, contact the Social Security Administration at 1-866-691-3061.

[Log Out](#)

Case Documents Screen

APOSTOL LITA : 3XP2FKTS5X

Sign Out

Text Size

Accessibility Help



Social Security
The Official Website of the U.S. Social Security Administration

ERE: Electronic Folder

Claimant: **Ryan Joseph Theunissen**
Level: **Hearing**
Application: **04/15/2008**

Claimant SSN: **115-28-0081**
Last Insured: **12/31/2008**
Blind Last Insured: **12/31/2008**
Claim Type: **T2**

Last Change: **09/25/2020**
Alleged Onset: **09/27/2007**

User Resources

Case Documents (1,002)

Exhibit List (19)

Multimedia Files (5)

Show All

Hide All

Select All

Deselect All

A. Payment Documents/Decisions	Items: 3	Page Count: 1
B. Jurisdictional Documents/Notices	Items: 62	Page Count: 473
D. Non-Disability Development	Items: 10	Page Count: 200
E. Disability Related Development	Items: 274	Page Count: 411
F. Medical Records	Items: 653	Page Count: 6049

Download Selected to ZIP

Download Selected to PDF

Upload New File

New Case Search

ERE Home

Exhibit List Screen

APOSTOL LITA : 3XP2FKTS5X

Sign Out

Text Size

Accessibility Help



Social Security
The Official Website of the U.S. Social Security Administration

ERE: Electronic Folder

Claimant: **Ryan Joseph Theunissen**
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[User Resources](#)

Case Documents (1,002)

Exhibit List (19)

Multimedia Files (5)

Show All

Hide All

Select All

Deselect All

A. Payment Documents/Decisions	Items: 2	Page Count: 0
B. Jurisdictional Documents/Notices	Items: 5	Page Count: 0
D. Non-Disability Development	Items: 1	Page Count: 0
E. Disability Related Development	Items: 6	Page Count: 0
F. Medical Records	Items: 5	Page Count: 0

Download Selected to ZIP

Download Selected to PDF

Upload New File

New Case Search

[ERE Home](#)

Multimedia Files Screen

APOSTOL LITA : 3XP2FKTS5X

Sign Out

Text Size

Accessibility Help



Social Security
The Official Website of the U.S. Social Security Administration

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User Resources

Case Documents (1,002)

Exhibit List (19)

Multimedia Files (5)

	File Name (ID)	Judge/Owner	Hearing Date	Receipt Date
☐	Audio Hearing Record - AUDIOHR	Greg Geslois	10/28/2014	10/29/2014
☐	Audio Hearing Record - AUDIOHR	Greg K Geslois	10/28/2014	10/29/2014
☐	Audio Hearing Record - AUDIOHR	Greg Gesloi		08/14/2012
☐	Audio Hearing Record - AUDIOHR	Greg Gesl		08/01/2012
☐	Audio Hearing Record - AUDIOHR	Greg Ges		05/09/2012

Download Selected Multimedia

Upload New File

New Case Search

ERE Home

Pickup Files Screen

APOSTOL LITA : 3XP2FKTS5X

Sign Out

Text Size

Accessibility Help



Social Security
The Official Website of the U.S. Social Security Administration

ERE: Pickup Files

Downloading Your Files [Help](#)

- Select the claimant's SSN to download the file.
- The status will change to Downloaded.

Files Will Automatically Be Deleted

- 7 days after they are sent to you for pickup, even if you have not downloaded them.
- 24 hours after you begin the download process.

User Resources

SSN (Last 4)	Last Name	File Type	Date & Time (ET) Requested	Status	File Deletion Date & Time (ET)
At this time you do not have any files available for download.					

ERE Home

Manage Email Notification

APOSTOL LITA

Sign Out

Text Size

Accessibility Help



Social Security
The Official Website of the U.S. Social Security Administration

ERE: Manage Your Email Notifications

Email Notifications
ERE automatically sends email notifications indicating that you have new requests.

Manage Email Notifications:
Update notifications for "Files Ready for Pick-up" sent to me at ilavazhagan.s.ramachandran@ssa.gov
☒ On
☐ Off (You will continue to receive emails about errors and system notifications)
[Update your email address](#)

[User Resources](#)

Submit

ERE Home

Manage Email Notification – Confirmation

APOSTOL LITA

Sign Out

Text Size

Accessibility Help



Social Security
The Official Website of the U.S. Social Security Administration

ERE: Manage Your Email Notifications

 You successfully turned ON email notifications.

[User Resources](#)

ERE Home

Send Individual Response

Destination and Request Information



Social Security
The Official Website of the U.S. Social Security Administration

ERE: Send Individual Response

1 Destination Information

2 Review & Add Files

3 Confirmation

Destination and Request Information
Please refer to your request letter or barcode to complete this information.

Select destination by: [More Info](#)
☒ Site Code ☐ State

Site Code: s02

State: AK-Alaska

Destination: AK - Alaska DDS [S02]

Edit

Social Security Number (SSN):

111-11-1111

RQID (Request ID):

234sdfwer3r

RF (Routing Field):
☐ P
☒ D or Blank
☐ No RF or No Barcode

DR:
☒ F
☐ S
☐ No DR or No Barcode

CS (only if applicable):

Do you have records to submit for this case?
☒ Yes ☐ No

Document Type:

Medical Evidence of Record (MER) - 0001

Next

Cancel

[User Resources](#)

Review and Add Information



Social Security
The Official Website of the U.S. Social Security Administration

ERE: Send Individual Response

1 Destination Information

2 Review & Add Files

3 Confirmation

Review

[User Resources](#)

Edit

Destination and Request Information

Destination: **AK - Alaska DDS [S02]**

RF: **D or Blank**

SSN: **111-11-1111**

DR: **F**

RQID: **234sdfwer3r**

CS:

Attach and Upload Files

- A maximum of 25 files can be added and all files must total less than 200MB.
- File types accepted: .wpd, .doc, .docx, .jpg, .bmp, .txt, .xls, .xlsx, .pdf, .rtf, .tiff, .tif.
- Please do not upload password-protected files because they cannot be processed.

Add Files:

Browse...

Additional Comments:

(16,000 characters maximum)

Characters remaining: 16000

Submit

Previous

Cancel

Tracking Page



Social Security

The Official Website of the U.S. Social Security Administration

ERE: Send Individual Response

1 ✓ Destination Information 2 ✓ Review & Add Files 3 Confirmation

✓ Thank you for your submission

Individual Response Submission - Tracking Information

Tracking Number: **17353503676B5D2FN**

Submitted on: 07/15/2020 at 12:30 PM EDT

Please retain your tracking number in case there are errors or problems that prevent us from processing your submission.

[User Resources](#)

[Print this page](#)

Submission Summary

Tracking Information

Destination and Request Information

Destination: **AK - Alaska DDS [S02]**

SSN: **111-11-1111**

RQID: **234sdfwer3r**

RF: **D or Blank**

DR: **F**

CS:

Document Type: **Medical Evidence of Record (MER) - 0001**

Uploaded File(s)

File Name	File Size
High_Image_size_PDF.pdf	50634 KB
Total File Size	50,634 KB

Comments: **No comments added**

[Send Another Response](#)

[ERE Home](#)

Contact OHO

Send Message and Files

Dhaval Shah

Sign Out

Text Size

Accessibility Help



Social Security
The Official Website of the U.S. Social Security Administration

ERE: Contact OHO Office

Destination & Message Information

Select destination by: [More Info](#)

☒ Site Code ☐ State

Site Code: X66

State: AZ-Arizona

Destination: AZ - Tucson OHO [X66]

Edit

Subject:

User Resources

Attach and Upload Files

- A maximum of 10 files can be added and all files must total less than 5 MB
- File types accepted: .wpd, .doc, .docx, .jpg, .bmp, .txt, .rtf, .xls, .xlsx, .pdf, .tiff, .tif, .zip

Add Files:

Browse...

Your Message:

(16,000 characters maximum)

Characters remaining: 16000

Submit

Cancel

Confirmation

Dhaval Shah

Sign Out

Text Size

Accessibility Help



Social Security
The Official Website of the U.S. Social Security Administration

ERE: Contact OHO Office

 Thank you for your submission.

Contact OHO Office - Tracking Information

Tracking Number: **17353266AC335DFEN**

Submitted on: **Wed Jul 15 11:44:53 EDT 2020**

Please retain your tracking number in case there are errors or problems that prevent us from processing your submission.

 [Print this page](#)

[User Resources](#)

Submission Summary

Tracking Information

Destination & Message Information

State: **AZ-Arizona**

Destination: **AZ - Tucson OHO [X66]**

Subject: **Testing for OMB Package**

Uploaded File(s)

File Name	File Size
eSignature.txt	1 KB
Total File Size:	1 KB

Message: **No Message added**

Send Another Message

ERE Home

Status Reports

JOHN DOE | [Sign Out](#)

[Text Size](#) | [Accessibility Help](#)



Social Security

The Official Website of the U.S. Social Security Administration

Status Reports

Get Status Report

[? User Resources](#)

Please select a status report type:

- ☐ Get Hearing Office Status Report
- ☐ Get Appeals Council Status Report
- ☐ Get List of Initial and Reconsideration Cases

[Submit](#)

Hearing Office Status Report



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The Official Website of the U.S. Social Security Administration

ERE: Hearing Office Status Report

View Status Report

[? User Resources](#)

Please select one:

- ☐ Search for individual case.
- ☐ View your list of cases for all hearing offices. (Only your oldest 100 cases by Hearing Request Date will be shown in this quick view. This quick view contains limited data.)
- ☐ Download all your cases for all hearing offices in a spreadsheet file including additional data.
[? How do I use this spreadsheet file?](#)

[Submit](#)

[ERE Home](#)

[Previous](#)

Hearing Office Status Report: Quick View



Social Security

The Official Website of the U.S. Social Security Administration

ERE: Hearing Office Status Report

Appointed Representative Status Report for APOSTOL LITA

[User Resources](#)

Below is a view of your case(s) pending at Hearing Office in order of Hearing Request Date. To see additional information about the case(s), download the spreadsheet file from the EREAR Hearing Office Status Report Search page.

<u>Claimant Name</u> <u>Last, First</u>	<u>Last 4</u> <u>of SSN</u>	<u>Hearing Office with</u> <u>Jurisdiction</u>	<u>Case Status /</u> <u>Status Date</u>	<u>Hearing</u> <u>Request Date</u>	<u>Expedited</u>	<u>Hearing</u> <u>Date</u>	<u>ALJ</u> <u>Name</u>
Becker, Katherine	0404	BALTIMORE MD	MASTER DOCKET 05/05/2010	10/06/2008	No		
Kamar, Mary	1300	BALTIMORE MD	MASTER DOCKET 05/07/2013	05/01/2009	Yes		Dudnik, Olga
Roni, Mac	2010	BALTIMORE MD	READY TO SCHEDULE 06/13/2013	01/01/2010	Yes		Cooper, Bruce

[ERE Home](#)

[Previous](#)

Hearing Office Status Report: Spreadsheet Download

The spreadsheet download contains the following information:

Claimant Last Name
Claimant First Name
Claimant Middle Name
Claimant Last 4 SSN
Hearing Office with Jurisdiction
Status of Case
Status Date
Claim Type
Electronic Folder (Y/N)
Hearing Request Date
Expedited Case (Y/N)
Hearing Scheduled Date
Hearing Time

Claimant Location
Representative Location
ALJ Location
ALJ Last Name
ALJ First Name
Medical Expert
Vocational Expert
Hearing Held Date
T2 Decision
T16 Decision
Fee Agreement (Y/N)
Fee Petition (Y/N)

Appeals Council Status Report



Social Security

The Official Website of the U.S. Social Security Administration

ERE: Appeals Council Status Report

View Status Report

Please select one:

- ☐ Search for individual case.
 - ☐ View your list of cases for all Appeals Councils. (Only your oldest 100 cases by Appeals Request Date will be shown. This view contains limited data.)
 - ☐ Download all of your cases for all Appeals Council in a spreadsheet file including additional data.
- [? How do I use this spreadsheet file?](#)

[? User Resources](#)

Submit

[ERE Home](#)

[Previous](#)

Appeals Council Status Report: Quick View



Social Security

The Official Website of the U.S. Social Security Administration

ERE: Appeals Council Status Report

Appointed Representative Status Report for APOSTOL LITA

Below is a view of your case(s) pending at Appeals Council in order of Appeals Request Date. To see additional information about the case(s), download the spreadsheet file from the EREAR Appeals Council Status Report Search page.

[? User Resources](#)

<u>Claimant Name Last, First</u>	<u>Last 4 of SSN</u>	<u>Appeals Office with Jurisdiction</u>	<u>Case Status / Status Date</u>	<u>Transfer Information</u>	<u>Electronic Case</u>	<u>Request Date</u>	<u>Expedited</u>
Brown, Carolyn	1800	FALLS CHURCH VA	NEW CASE 09/20/2012		Yes	09/19/2012	No
Padgett, Larry	5305	FALLS CHURCH VA	NEW CASE 02/12/2013		Yes	02/12/2013	No
Smith, Tammy	1527	FALLS CHURCH VA	ASSIGNED TO ANALYST 04/16/2013		Yes	06/16/2010	No

[ERE Home](#)

[Previous](#)

Appeals Council Status Report: Spreadsheet Download

The spreadsheet download contains the following information:

Claimant Last Name	Claim Type
Claimant First Name	Electronic Folder (Y/N)
Claimant Middle Name	Request Date
Claimant Last 4 SSN	Expedited Case (Y/N)
Appeals Office with Jurisdiction	T2 Decision
Transfer Information To	T16 Decision
Transfer Information From	Fee Agreement (Y/N)
Status of Case	Fee Petition (Y/N)
Status Date	

Initial and Reconsideration List: Quick View

JOHN DOE | [Sign Out](#)

[Text Size](#) | [Accessibility Help](#)



Social Security

The Official Website of the U.S. Social Security Administration

Initial and Reconsideration List

[Appointed Representative Home](#) > [ERE Home](#) > [Status Report Home](#) > Initial and Reconsideration List

[User Resources](#)

Representative Status Report for JOHN DOE

Below is a quick view of up to 100 of your cases pending at the Initial and Reconsideration levels.

To see a list of all your cases pending at the Initial and Reconsideration levels, [download the spreadsheet file](#).

Claimant Name Last, First	Last 4 of SSN
Becker, Katherine	0404
Kamar, Mary	1300
Roni, Mac	2010

Initial and Reconsideration List: Spreadsheet Download

The spreadsheet download contains the following information:

Column Name	Data Elements
Case Level	Case Level
Receipt Date	Receipt Date
First Date Assigned	First Date Assigned
Closure Date	Closure Date
Date FQR Starts	Date FQR Starts
First Name	Claimant First Name
Last Name	Claimant Last Name
Middle Name	Claimant Middle Name
Last 4 SSN	Last 4 of the Claimant's SSN
Claim #1 (separate column for each claim)	Claim Type
	Office with Jurisdiction
	Claim Status
	Status Date
Claimant Information Request #1 (separate column for each request)	Letter Name
	Date Sent
	Date Received
	Claimant Name or Contact Name (first name and last name)
	Optional: Contact Organization
	Optional: Contact Agency Name
	Last 4 of Claimant SSN
	Address 1 can be multiple Type Address
Medical Evidence Request #1 (separate column for each request)	Letter Name
	Date Sent
	Date Received
	Facility
	Facility Address
CE Appointment #1 (separate column for each appointment)	Appointment Date
	Appointment Start Time
	Appointment End Time
	Status
	Attendance Confirmed
	Facility Organization Name Facility Address