

## Define & Map Eligibility Categories FAQ

### *How do I set up Eligibility Categories to display in my IIS?*

In IWeb, open the Administration page by clicking the **Administration** category/link in the left navigation pane. Locate and click on the **Define and Map Eligibility Categories** link in the Define Values section of the page. The Manage Eligibility Categories page opens.

### *What is each field used for on the Manage Eligibility Categories page?*

The available fields on the Define and Manage Eligibility Categories page in IWeb and what they are used for are as follows:

- **External Code** – Select the external code for the eligibility category from the drop-down list. This is the code used in HL7 messages
- **Description** – Enter a description for the eligibility category
- **Include on VFC Profile Report** – Select this option if the category should appear on the VFC Profile Report. Note that if this option is selected, the category also appears on provider practice profiles
- **Include in IIS Dropdowns** – Select this option if the category should appear in IIS drop-down lists
- **Funding Source** – Select the related funding source from the drop-down list. Note that if VFC is selected, the eligibility category is defined as VFC on provider practice profiles
- **Define Footnote** – Select this option to define a footnote for the category. Once this option is selected, the Footnote Editor for AHCCCS window pops up for text entry. Enter the footnote information and click **OK**

Click **Save** when you've finished making changes.