



## Life and Health Section

### Arizona Department of Insurance

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## INSTRUCTIONS FOR USING THE HEALTH FILING ACCESS INTERFACE (HFAI)

1. From our [Help with Health Insurance > ...Rate Increases](#) web page, click the link that says, "Click here to search health insurance filings."
2. The HFAI Use Agreement page will display. The page has a logo for SERFF (System for Electronic Rate and Form Filings) at the top. You must agree to the Use Agreement terms and conditions and click the **[I Agree]** button in order to use HFAI.
3. After you click [I Agree], you will be presented a web page that will allow you to search for a filing. Toward the bottom of the form is a [MORE SEARCH OPTIONS](#) link. Click on that link to display additional search options, shown on the next page.
4. Search for filings using one or a combination of the fields on the web page. The following are some tips:
  - **Company Name.** You can use asterisks (\*) to perform "wildcard searches." As examples,
    - if you enter **ABC\***, the query will return all insurers with names that begin with the characters **ABC** (like ABC LIFE INSURANCE).
    - If you enter asterisks before and after, like **\*HEALTHCARE\***, the query will return all insurers with names that include the group of characters in it (like XYZ HEALTHCARE INSURANCE COMPANY).
  - **Submission Date.** To narrow your search, you may want to enter a range of filing submission dates (such as 3/1/2013 start, 6/30/2013 end).
  - **TOIs** allows you to narrow your search to a particular type of insurance.
    - To select a type of insurance, click on the desired type in the box, and then click the button with the single arrow on it [>].
    - If you want to select all types of insurance, click on the arrow with the double arrow on it [>>].
    - You can "unselect" by clicking on one of the buttons with the reverse arrows [<] (to unselect one) or [<<] (to unselect all).
  - **Filing Types** allows you to narrow your search to one or more types of filings. The Filing Types field works the same way as the TOI field (see above).



Search Clear Search

Company Name: [input]

HHS Issuer ID: [input]

Healthcare.gov ID: [input]

Tracking Number

Type: SERFF [dropdown]

Tracking Number: [input]

Insurance Product Name: [input]

Product Effective Date

Start: [calendar] End: [calendar]

Market Type

Individual  Group  Both

FEWER SEARCH OPTIONS

NAIC Company Code: [input]

Form Number: [input]

Submission Date

Start: [calendar] End: [calendar]

State Disposition Date

Start: [calendar] End: [calendar]

HHS Disposition Status

- HHS Approved
- HHS Deferred
- HHS Denied
- Not Reported

Company Rate Change

- Increase
- Decrease
- Neutral
- New Product

Benefit Change

- Increase
- Decrease
- None

Search Tips

To execute a search, enter one or more of the criteria and select 'Search'. You do not have to make a selection for each field, however, completing more fields will narrow the search results.

An asterisk can be used as a wildcard and may be used in any text field, excluding HHS Issuer ID. When executing a search using the Healthcare.gov ID field, please include a wildcard before and after the entered ID to ensure that the search results list is complete.

Only health filings submitted on or after June 10, 2010 will be returned in the search results.

For additional Search help, including information regarding the Healthcare.gov ID, please click the Help link in the upper right-hand corner of the Search page.

State Status:

- Acknowledged Receipt
- Administratively Complete
- Approved
- Deemed
- Deemed-Not Reviewed
- Disapproval Referral
- Disapproved
- Exempt
- Extended
- Filed

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[Empty search results box for State Status]

TOIs:

- H04 Health - Blanket Accident/Sickness
- H06 Health - Conversion
- H15G Group Health - Hospital/Surgical/Med
- H15I Individual Health - Hospital/Surgical/Me
- H16G Group Health - Major Medical
- H16I Individual Health - Major Medical
- H21 Health - Other
- HOrg02G Group Health Organizations - Hea
- HOrg02I Individual Health Organizations - H
- HOrg03 Health - Other

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[Empty search results box for TOIs]

Show SubTOIs

Filing Types:

- Advertising
- Annual Exempt Forms Filing
- Form
- Form/Rate
- Informational Filing
- LTC Partnership Certification of Exempt Poli
- LTC Partnership Certification of Previously A
- Rate
- Rate Deviation Request
- Threshold Rate Increase

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[Empty search results box for Filing Types]

Search Clear Search