



Health & Human Services

# Intro to the 1915(i) Web System

Revised 2/1/2023

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# 1915(i) Web System

- Link to the 1915(i) Web System:
  - <https://nddhs-1915i.crm9.dynamics.com/main.aspx?appid=7ca4cdda-8d4b-eb11-a811-001dd8309870>
- Viewing the system
  - Open the web system in Microsoft Edge or Google Chrome.
  - May need to change your zoom settings to fit content onto one page.
- The web system will display all member records regardless of which Region created them.
- Only the designated 1915(i) Eligibility Workers will have access to the system.

# Login & Password

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Your NDGOV account will be used as the User ID followed by @nd.gov. The password will be the same one used in your NDGOV account.

If you do not know your NDGOV account or are denied access, contact the NDIT Service Desk at 701-328-4470 or [submit an online incident](#).

# Time Zone Update



## Update Time and Date Stamp

Each user will need to update the time zone in the web system by following the steps below:

- Click the gear shaped icon in the top black toolbar (see below).

SANDBOX



- Click "Personalization Settings".
- Under the "General" tab, go to "Set the time zone you are in".
- Select your time zone.
- Click "OK".

# User Requests or Changes

For any user requests or changes, complete the SFN 428 County Security Request form found on the county intranet or the I:/Drive.

# Web System Cheat Sheet

A step-by-step instruction guide, found on the 1915(i) Website, will walk you through the web system:

- [Web System Cheat Sheet](#)

# Resources

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1915(i) Website

[Medicaid 1915\(i\) State Plan Amendment | Health and Human Services North Dakota](#)

Email

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