



COMPASS

Pennsylvania's fast and easy way to apply for health and human services.

With the click of a button you can learn about benefits, see if you might qualify, apply, and renew your benefits when required.

A SINGLE ACCESS POINT FOR:

**HEALTH CARE COVERAGE • SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)
FREE OR REDUCED-PRICE SCHOOL MEALS • CASH ASSISTANCE • CHILD CARE WORKS
LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP) • LONG-TERM LIVING
SERVICES • NURSING HOME AND RELATED FACILITIES**

WWW.COMPASS.STATE.PA.US • 1.800.692.7462 // HELPLINE

Register

**To create a
MyCOMPASS
account,
follow these
steps:**

- 1.** Go to www.compass.state.pa.us and click on “MyCOMPASS Account” under Returning Users.
- 2.** Click “Register a new MyCOMPASS Account”
- 3.** Choose a username, a password, and security questions. Also, enter head of household’s personal and case information.
- 4.** Read the “MyCOMPASS Account” terms and conditions and check box.
- 5.** Select your County/Case Record, Unique Form Identifier (UFI) number (CHIP), or e-Form number/Password. (If county/case record or UFI is selected, you will be required to enter your MCI number or social security number.)
- 6.** Select whether you would like to enroll in online notices. (You may change this preference once your account is created.)
- 7.** Click “Register.”

CLICK. APPLY. BENEFIT.

Apply

1. Start your application

Click "Apply for Any Benefits" on the Compass homepage or after logging in to your MyCompass account.

2. Household

Enter your household information and select the benefits you wish to apply for. You will answer questions about each individual household member.

3. Answer questions about the household:

- Income
- Expenses
- Insurance

4. Resources

Provide resource information for all household members such as bank accounts, vehicles, homes, and property and life insurance.

5. Summary

Answer all required questions in order to move forward in the application process. You will be given the chance to review your application and make any necessary changes.

6. Next steps

Review the department your application is being sent to and the benefits you are applying for.

7. Submit e-Form

E-sign your application, review your rights and responsibilities, verify your identity, and certify and authorize your application. If you do not e-Sign your application, you can print the signature page and sign it or have it mailed to your household.

8. Confirmation

Congratulations. Your application has been completed and submitted. You can submit your verification documents electronically from this page, or later from your MyCompass account. You can also review and print your application.



Renew

1. Start renewal

Click "Renew Your Benefits" on the COMPASS homepage or after logging in to your My COMPASS account.

2. Choose your benefit provider

Choose whether you would like to renew benefits for Medical Assistance, SNAP, Cash Assistance, Long-Term Living, CHIP, or Child Care Works Subsidized Child Care.

• **Medical Assistance, SNAP, Cash Assistance, Long-Term Living, or Child Care Works Subsidized Child Care:**

Enter your social security number, county/case record number, and renewal date.

• **CHIP:**

Enter your Unique Form Identifier (UFI), member ID, and renewal month.

3. "Getting Started"

This section lists the benefits you are eligible to renew and explains how long the renewal application will take to complete, as well as what information you will need prior to completion.

4. Information

Your renewal will be pre-filled with your information on file. Review and update this information as needed. You might need the following information to complete your renewal:

- Household income from jobs, child support, and other sources
- Social security numbers and birth dates of household members
- Current or recent health insurance information
- Housing and utility expense information
- Resource information

Information requirements vary dependent on program.

Need assistance completing your application?

Assistance is available at www.compass.state.pa.us under the "Helpful Links" section.