

The **Worklist** provides a point-in-time list of active and ‘in process’ LIHEAP Crisis Authorizations. Access the **Worklist** by clicking the link above the processing box on the Main Menu (or the Worklist link on the blue task bar). Every time the **Worklist** link is ‘clicked’, customer information on the list is refreshed.



Wednesday 14 August 2019 3:59 pm  
**Need Help?** [Accessing Vouchers in PROMISE](#)  
[Adding an Alternate PROMISE User](#)  
[Worklist Desk Guide](#)  
[Vendor Crisis 101: Instructions for Submitting a Claim](#)

**Submit all Claims & Attachments within 30 days of Authorization!**

LIHEAP Main Menu

Vendor ID: 3002908940110

**Worklist**

List of all Active and In Progress Crisis Authorizations. Sort, locate a customer, process a claim and return to the Worklist for immediate update.

Review the important information above your Worklist. Questions? Call the Vendor Helpline 1-877-537-9517



Wednesday 14 August 2019 5:45 pm

This Worklist contains all Active and In Progress Crisis Authorizations

Locate a customer by name or Auth # by clicking on the blue column title above the column you wish to sort.

**Key for Claim Status:**  
**Suspended** = data entry completed  
**Denied** = data entry completed and an error exists  
**Blank** =  
 • Data entry is required to submit a claim.  
 • If the LIHEAP cash grant/customer credits were sufficient and a Crisis Authorization # isn't needed, contact the Vendor Unit (1-877-537-9517) and ask for it to be retracted from your Worklist.

**Instructions for Auth# and ICN fields:**

- Auth # link takes you to the 'Vendor Claim Attach' specific claim
- ICN link takes you to the 'LIHEAP Claims' page to
- Click on one of the blue buttons to the right of th
- An attachment may need to be resubmitted by cl
- Instructions" on the 'Crisis Attachment Upload' p

**Note:**  
 • **Yellow Highlighted Rows**= Crisis Authorizations that are more than 30 days old.  
 • **Red text** = Denied Status. These claims won't be paid until vendor corrects errors made in data entry.

Provider ID: 3002908940110

[Click here to download results as CSV text file](#)

Auth. Eff. Date	Auth #	First Name	Last Name	Address	Address 2	City	State	Zip	Acct #	Amount	ACN	Claim Status	ICN	Submitting Documentation
20190531	800001887	DAVID	FORLIZZI	321 NEW STREET		MILFORD	PA	97010	L1819-860123098	600				
20190531	8000001868	JOSHUA	FORLIZZI	650 MUSIC HOUSE ROAD		MUSICTOWN	PA	17035-0015	L1819-030236991	600	800004847	Suspended	2819226000001	<a href="#">Print Cover Sheet</a> OR <a href="#">Submit Attachment(s)</a>
20190531	8000001869	VALERIE	FORLIZZI	321 NEW STREET		MILFORD	PA	97010	L1819-001180855	600	800004848	Suspended	2819226000002	<a href="#">Print Cover Sheet</a> OR <a href="#">Re-Submit Attachment(s)</a>
20190531	8000001870	PATRICIA	FORLIZZI	321 NEW STREET		MILFORD	PA	97010	L1819-002601598	600	800004849	Denied	2819226000004	<a href="#">Print Cover Sheet</a> OR <a href="#">Submit Attachment(s)</a>
20190607	8000001882	ANTWAN	FORLIZZI	321 NEW STREET		MILFORD	PA	19050	L1819-080160545	600				
20190802	8000001883	LORRIE	FORLIZZI	12895 CASTOR AVE		PHILA	PA	17025-0025	L1920-300111498	600	800004850	Suspended	2819226000005	<a href="#">Print Cover Sheet</a> OR <a href="#">Re-Submit Attachment(s)</a>
20190802	8000001884	OMAR	FORLIZZI	321 NEW STREET		MILFORD	PA	19050	L1920-080160546	600	800004851	Suspended	2819226000006	<a href="#">Print Cover Sheet</a> OR <a href="#">Submit Attachment(s)</a>
20190802	8000001885	JAMIE	FORLIZZI	321 NEW STREET		MILFORD	PA	19050	L1920-002635097	600	800004852	Denied	2819226000007	<a href="#">Print Cover Sheet</a> OR <a href="#">Submit Attachment(s)</a>
20190802	8000001886	SHANNAN	FORLIZZI	321 NEW STREET		MILFORD	PA	97010	L1920-030007092	600				