SOAR Process in NC

SOAR Caseworker starts the online disability application on SSA.gov to establish Protective Filing Date

Must schedule appointement to submit application within 60 days to maintain Protective Filing Date.



SOAR Caseworker faxes the pre-filled SSA-3288 and additional information form to SSA SOAR contact to obtain background information within two business days.



SOAR Caseworker identifies case as SOAR in two key areas:

- 1. 1696 Representative Form
- 2. Adult Disability Report (SSA 3368) in Contacts and Remarks Section



DDS randomly assigns individual cases to a DDS Examiner



SOAR Caseworker faxes to Angela Herron at DDS with the full name and full SSN of the applicant as soon as the application is submitted to SSA

1-833-441-1045



SOAR Caseworker submits application to SSA office

- 1. Records and forms submitted as electronic file to DDS
- 2. Case is flagged in the system as "Homeless"



DDS Examiner must identify this case as SOAR case based on the 1696 and 3368 within 5 days of receiving the case



If case is identified as SOAR and is flagged Homeless, then the case is reassigned to a designated

SOAR DDS Examiner



SOAR caseworkers contact the Disability Call Center for status on claims and name of examiner (make sure to identify self as a SOAR rep on the call)

866-542-8113



FINAL STEP: Submit outcomes in OAT!!!