

Ready to Sell Guidelines



There are three components to be “Ready to Sell” Medicare Advantage (MA) for Mutual of Omaha Medicare Advantage Company (MOMAC) and Prescription Drug Plans (PDP) for Omaha Health Insurance Company (OHIC). All three components must be completed.

1. Contracting

In order to sell Medicare Advantage and/or Prescription Drug Plans a MOMAC/OHIC contract must be signed and submitted.

- The MGA is responsible to submit a signed contract along with the appropriate transmittal form to Mutual of Omaha via:

Email* – contractsandappointments@mutualofomaha.com

Mail – Producer Services

3301 Dodge Street

Attn: 6th Floor

Omaha, NE 68175

**Preferred method of submission*

- For existing entities/producers the transmittal form titled “Existing Contracted Medicare Supplement Producers” must be submitted.
- For new entities/producers submit the appropriate transmittal for the product to be sold:
PDP – The Health Product Transmittal
Medicare Advantage – The Medicare Advantage Transmittal

2. AHIP Certification

All producers wishing to sell MA and PDP must successfully complete the 2019 America’s Health Insurance Plans (AHIP) certification. The Centers for Medicare & Medicaid Services (CMS) requires that any producer who wants to sell MA or PDP must complete a Medicare and Fraud, Waste, and Abuse training and certification. Only training and certification from AHIP will be accepted by MOMAC/OHIC.

Access

The AHIP certification link can be found on Sales Professional Access (SPA) (www.mutualofomaha.com/broker)

- Current Link: Training and Compliance > Protect Your Business (View the Tools) > 2019 AHIP Training
- Effective 8/6/18: Products > Medicare Solutions > Sales Tools > Product Education > 2019 AHIP Training

(Note) - an AHIP certification link also resides on the product pages for MA and PDP on SPA)

Discount

A \$50 discount will be applied when a producer completes certification via our SPA link. The charge is \$125.

Passing Score

Allowed three attempts to pass with a minimum score of 90 percent.

Submission

Upon successful completion of the AHIP certification, it can be submitted as follows. For producers selling MA and/or PDP send to: contractsandappointments@mutualofomaha.com or fax to 402-997-1830.

 **Mutual of Omaha Medicare Advantage**

 **Mutual of Omaha Rx**

3. Product Training

Specific product training for each product (MA and PDP) must be successfully completed.

Access

Specific product training can be found on SPA.

- **Medicare Advantage Link:**
Products > Medicare Solutions > Medicare Advantage > Product Training
- **Prescription Drug Link:**
Products > Medicare Solutions > Prescription Drug Plan > Product Training

Passing Score

Allowed three attempts to pass with a minimum score of 85 percent.

Notification of Ready to Sell

When MOMAC/OHIC has record of an executed contract and successful completion of both the AHIP Certification and product specific training:

- Appointment notification emailed to MGA notifying them that the producer is ready to sell
- Welcome packet emailed to producer notifying them that they are ready to sell
- MGA can verify on Sales Professional Access MOMAC/OHIC state appointment status
- If producer is contracting to sell Medicare supplement, Medicare Advantage and Prescription Drug Plans, three separate appointment notifications and welcome packets are sent to both the MGA and the producer

Why Mutual of Omaha

We're invested in your success. We're committed to giving you the products your customers want plus the tools, resources and support you need.

MutualofOmaha.com