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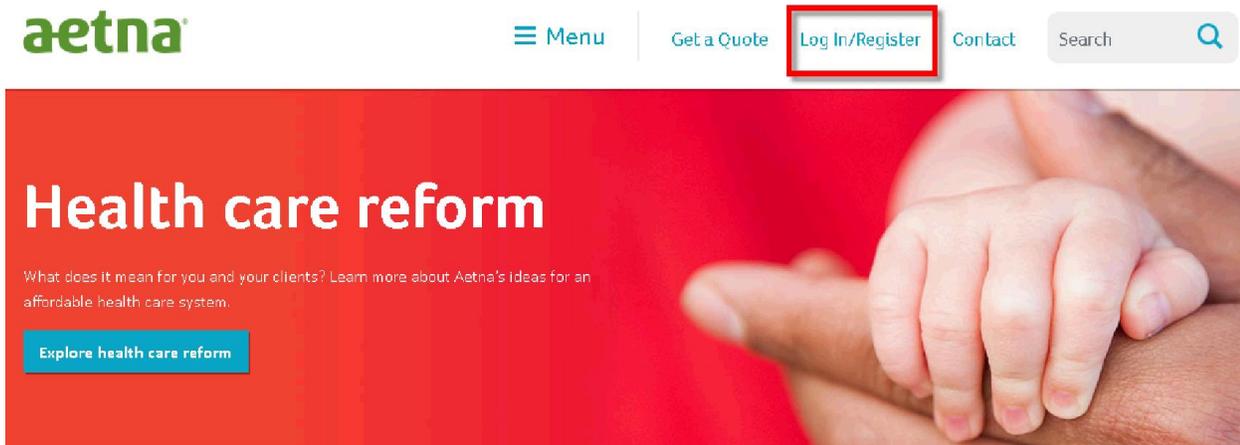


# REGISTER FOR ACCESS

The insurance carrier online portals are designed to meet the informational needs of producers and employers. You have the ability to run quotes, view compensation information, manage member enrollment, view product information and forms, and much more.

## How to Register for Access – Aetna

1. Go to [www.aetna.com/producers](http://www.aetna.com/producers)
2. Click on “Log In/Register”



3. Click “Register Now”



### Producer World® Log In

User Name:

Password:

[SECURE LOG IN](#)

Forgot Your [Password](#) Or [User Name](#)?  
[Register](#) | [Your Privacy](#)

### Why Register?

Aetna's online service center developed to meet the informational needs of our producers, general agents and firm employees including access to:

- Get quotes
- Find compensation information
- Check license status
- Set up direct deposit
- Get reporting
- And more

[REGISTER NOW](#)

[About Producer World Security/Encryption](#)



4. Click the applicable role and follow the prompts



Home > Producers > Welcome Producers > Producer World Registration

**Producer World® Registration: Select Registration Path**

Please select the role which best describes you:

- I am an individual agent/broker appointed with Aetna.
- I am the principal of a firm.
- I am an agent/broker/employee associated with a firm that is appointed with Aetna. \*\*
- I am the firm employee chosen to set up Producer World access for other employees.

[Continue](#) [Cancel](#)

**Security / Encryption Info**  
[About Producer World Security/Encryption](#)

**Instructions**  
 \*\* Please contact your firm's principal before attempting to register. This type of registration requires the firm's principal to properly register the firm first.

If you have a question regarding the registration process, usernames or a technical issue, please call 1-800-225-3375 Monday through Friday 7:00 a.m. to 9:00 p.m. (EST). For security reasons we cannot respond by email.

**If you need assistance with registering or password reset, please contact Aetna's website helpdesk, 6:00 a.m. to 8:00 p.m. (CST), at (800) 225-3375.**

5. Once you login to Producer World, click on "Individual" or "Small Group"

Producer World Home **Individual** **Small Group** Middle Market National Accounts Group Medicare Individual Medicare

Welcome FLEXIBLE BENEFIT SERVICE CORPORATION 05/02/2014

**Products**  
 Get a Quote  
 Order Enrollment Kits  
 Forms  
 Tools  
 Contacts  
 Compensation & Book of Business  
 License and Appointments  
 Manage Profile & User Access  
 Find a Doctor  
 Find a Medication

**Producer World**  
 Collaboration and innovation are the future of health care  
 Visit Accountable Care Solutions  
 Promotional Archives

**Promote Health and Lower Costs.**  
 Help motivate the 3% of employees who drive 50% of health costs with Aetna care management.

**Message Center**  
 A new way to shop for health insurance  
 Exchanges offer an online channel that complements, but does not replace, the traditional channels your clients can use to shop for coverage with Aetna. As their

**Health Care Reform**  
 Aetna Health Reform Connection

**Producer News**  
 Aetna News Hub  
 2014 Check Run Schedule  
 Aetna Insider newsletter



6. You can view product brochures, SBCs, Forms, group renewals, quotes and use the eBusiness Tool to view your group clients and makes membership changes.

Producer World Home Individual **Small Group** Middle Market National Accounts Group Medicare Individual Medicare

Producer World Home \ Small Group

**aetna** Producer World Small Group The Health of Business, Well Planned.

Find all the Small Group Account broker activities you'll need on this page.

Some Aetna Small Group and Select markets are evolving to a new 2-100 employee segment.

**Products & Programs**

Product Brochures

**Get SBC** Summary of Benefits and Coverage (SBC) New SBC search offers you three ways to search. Now you can search by plan sponsor billing account number, plan ID, or perform a general search.

Ancillary Plan Designs

Archived Medical Plan Designs

Life

Disability

Dental

Innovation Health  
Offering solutions to businesses whose employees are primarily in the northern VA area

Health and Wellness - Discounts, Programs and Resources

Discounts  
Savings on gym memberships, weight loss programs.

**Quoting, Underwriting, Enrollment & Billing**

Quoting & Renewal Center

eBusiness  
A secure portal to access eEnrollment and eBilling on behalf of your clients. [Learn more](#)

Underwriting Rules

Multi State Medical Product Locator Tool  
Look up medical products that can be quoted for multi-stated employees of small groups.

Secure File Transport (FTP)  
An automated way to submit New Business Small Group requests directly into Underwriting

Enrollment Forms

**Forms and Marketing Materials**

Forms

Brochures & Marketing Materials

Order Enrollment Kits

**Sales and Service Contacts**

Regional Broker Liaison Contacts

State Contact Sheets

**Tools for You and Your Clients**

Small Group Tools

**Stay Informed**

Sign-up for broker communications

Aetna Insider Broker Newsletter

Regional Broker Alerts

Customer Link  
Employer Communications

Rate Shock, Taxes & Fees training presentation

Rate Shock, Taxes & Fees webinar transcript

**Bonus & Incentive Programs**

- Small Group Bonus Programs

# How to Register for Access – BCBSIL

1. Go to [www.bcbsil.com/producer/](http://www.bcbsil.com/producer/)
2. Click on “Register Now”

The screenshot shows the top navigation bar with links for Welcome, Employers, Producers, and Providers. The main header includes the BlueCross BlueShield of Illinois logo and the blueaccess for Producers logo. A secondary navigation bar contains links for Home, Individual Products, Country Agency, Prospective Producer, Provider Finder®, Prescription Drugs, and Contact Us, along with a Log In button. A large banner features the text "New and Exclusive Errors & Omissions Insurance for Blue Cross and Blue Shield of Illinois producers" with a "Learn More" button. To the right is a "Log In to Blue Access for Producers" section with fields for Producer Number and Password, a "Log In" button, and a "New User? Register now" link highlighted with a red arrow. Below the banner is a "News & Updates" section with a "View All" link. At the bottom, there are three columns: "Downloadable Forms" (with a mouse icon), "Individual Products" (with a woman icon), and "Group Products" (with a group of people icon).

### 3. Complete the registration information

The screenshot shows the "PRODUCER INFORMATION" step of the registration process. It features a progress bar with three stages: REGISTRATION, PRODUCER INFORMATION (current), and CONFIRMATION. The form includes a "Help" icon and a note: "When entering your Producer Number, Phone Number, and ZIP code, please enter the information on file with Blue Cross and Blue Shield of Illinois." Below this are three required fields: "\*BCBSIL Producer Number:" with a text input box, "\*Phone Number:" with three separate input boxes for digits, hyphens, and digits, and "\*ZIP Code:" with a text input box. At the bottom right are "Cancel" and "Submit" buttons. A legend at the bottom left indicates "\* Required Fields".

If you need assistance with registering or password reset, please contact BCBSIL’s website helpdesk, at (888) 706-0583.



The information provided in this document is based on the information available as of the revision date of this document, and is not intended to be legal or tax advice.

- Once you're logged in you can view product brochures, forms, SBCs, BCBSIL newsletters and marketing materials. Also, if you click on "Blue Access for Employers", you can view your clients policy information, certificate booklets, membership and billing statements.

**BlueCross BlueShield of Illinois**

**blueaccess for Producers**

Contact Us | Help Center | Feedback

Change Security Information | Logout

Welcome,

**Producer Home**

- Products and Forms
- Marketing and Sales
- Training and Administration
- Legislative Updates

**Go To: blueaccess for Employers**

**Find a Doctor**

Search for doctors, dentists, hospitals and other health care providers with our [Provider Finder](#)

[Build a Dental Directory](#)

**Account Summary**

Company:  
Producer #:  
Email:

**Group Tools** (eSales Tools)

- Quote a Group
- Enroll a Group
- Track a Group
- Plan Benefits and Rates

**Individual Tools**

- Quote and Enroll
- Track Application Status
- ExpressLink

**Blue Cross Medicare Options<sup>SM</sup>**

Blue Medicare Supplement<sup>SM</sup>

- Quote and Enroll
- Track Application Status
- ExpressLink
- Learn More

**Instant Access to Commission Statements**

Account Summary

Commission Statements

HELP DESK: (888) 706-0583  
Mon-Fri 7:00 a.m.-10:00 p.m. (CST)  
Sat 7:00 a.m.-3:30 p.m. (CST)

**Employer Responsibility Decision Tools**

Employer Contribution Strategy Tool

[Learn More](#)

**News & Updates** | Newsletters

- 04/17/14 March Commissions Set for April 22 Release
- 03/21/14 New Functionality and Enhancements Added to Blue Access for Employers
- 02/14/14 New Small Group Rate Tool for 2014
- 01/22/14 New payment options available for your individual members

## [Blue Access for Producers Quick Start Guide](#)

# How to Register for Access – BCBSIL Individual

1. Go to [www.hscil.com/producer](http://www.hscil.com/producer)
2. Click on the “Register” button

**Please Sign-In**

User Name

Password

**Register** **Login**

[Forgot User Name?](#)  
[Reset Password?](#)

**Welcome**

Welcome to the Retail Producer Portal.  
This site provides 24-hour access to information and tools to help you better manage your business and service your clients.

You can:

- Check the status of your applications and current business
- Search for clients using preset quick or advanced searches
- Verify payment status
- Download forms
- Access training materials

3. Complete the registration process

**Registration**

The Retail Producer Portal allows Producers to access information about their Retail Market and Medicare Supplemental individual business.

To apply for this service, please complete the form below. Please select at least one Blue Cross and Blue Shield (BCBS) state you would like to register for and then submit your request.

**NOTE:** Once your request is submitted, it can take up to 24 HOURS on a regular business day, and longer on the weekend, before you receive a confirmation e-mail letting you know your activation is completed. (Example: If you register on Monday at 3:00 PM, you should receive access by 3:00 PM on Tuesday. If you register Friday, Saturday or Sunday, it could be Monday or Tuesday before you receive an e-mail confirmation.) Please do NOT register more than one time. If you do not receive a confirmation e-mail within the time frames specified above, please select the 'Contact Us' link at the top of this page and call the telephone number associated with your BCBS state.

First Name \*  Last Name \*

User Name \*

Password \*  Confirm Password \*

*Note: User Name and Password are case sensitive.*

Register for Illinois

Register for Montana

Register for New Mexico

Register for Oklahoma

Register for Texas

\* Denotes a required field.

**Continue**

First Name \*  Last Name \*   
 User Name \*   
 Password \*  Confirm Password \*

*Note: User Name and Password are case sensitive.*

**Register for Illinois**

Company Name   
 Address 1 \*   
 Address 2   
 City \*  State \*  Zip Code \*   
 Agent Unique ID \*  Phone \*  E-mail Address \*

- Register for Montana**
- Register for New Mexico**
- Register for Oklahoma**
- Register for Texas**

\* Denotes a required field.

[Continue](#) ▶

**If you need assistance with registering or password reset, please contact BCBSIL's website helpdesk, at one of the following numbers:**

	IL	NM	OK	TX	MT
Major Medical	(888) 313-5526	(888) 222-0572	(888) 399-9394	(888) 697-0679	(855) 454-7109
Medicare Supplement	(800) 538-0382	(800) 307-8144	(800) 522-9266	(800) 366-4236	N/A



- Once you're logged in you can view your client information, sales and quoting tools, online resources, recent BCBSIL communications and more.

BlueCross BlueShield of Illinois  
An Independent Licensee of the Blue Cross and Blue Shield Association

IL-MajorMedical Retail Producer Portal  
Home | Company Information | Contact Us | Express Link | Edit Profile | Logout

Home Client Info Online Sales E-Communication Quotes Resources Training

Welcome Client Listing Online Access  
Recent Terminations Off Exchange E-Apps Started Account# Submit  
Recent Activations Client Address SSN#  
All Pending

Welcome, [Name]

E-Questions (2) Producer Alerts  
ACA Policy Migration List

News and Updates  
4/28/2014  
Hot Topics for Monday, April 28, 2014  
Here is today's hot topic related to the individual, retail market segment. As a reminder, we encourage you to reach out to your clients to share this information.  
• Emails sent in error this weekend  
Due to a system error, you and/or some of your clients may have received multiple emails regarding incomplete under and/or over 65 applications started online through Blue Cross and Blue Shield of Illinois (BCBSIL). These emails were sent to prospects and to members who may have already completed their enrollment and are now BCBSIL members.  
A sample of an email, sent in error, is below:  
**Dear Applicant,**  
Thank you for your interest in Blue Cross and Blue Shield of Illinois. Our records indicate that you started your application on <DATE>. Please submit your application as soon as possible to begin the approval process.  
If you need assistance completing your application, please call <NAME> at <PHONE NUMBER> or [Log In](#) to complete your application online.  
**Thank You.**  
A correction email (see below) was distributed the next day to affected individuals, advising them to ignore the earlier communications.

Recently Lapsed Accounts (Default)

First Name	Last Name	Account Number
MARY		
ULISES		
MONA		
RAYMOND		
RAYMOND		
STANKO		
RICHARD		
PETER		
SCHEILA		
DAVID		

Pending Applications (Default)

Agent Name	First Name	Last Name	On/Off Exchange
	AMY		On Exchange
	AMY		On Exchange
	Nancy		On Exchange
	THOMAS		On Exchange
	THOMAS		On Exchange
	JIN		On Exchange
	JIN		On Exchange
	Martin		On Exchange
	Martin		On Exchange
	AMANDA		On Exchange

## How to Register for Access – UHC

UnitedHealthcare needs to set up access on your behalf. The information they need to begin the process are the following: Your Name, Address, Phone Number and Email Address, Tax ID number and a listing of group policy numbers that should be viewed under your access.

Please send us an email with this information and we'll work with UHC to get your online access set up for you.





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