

UnitedHealthcare Medicare Certification Instructions

In order to solicit, present or sell any products in the UnitedHealthcare® Medicare Solutions portfolio¹, you must be certified, appointed (if required) and licensed in each state where you want to sell. To become certified for the plan year, you must complete all the required prerequisite modules and the individual product module(s) for the product(s) you wish to sell.

A summary of the steps to certify is as follows:

1. All agents must complete, in order, the following **prerequisite modules** and pass the corresponding assessment with a score of 85% or higher within three attempts:
 - Medicare Basics
 - Ethics and Compliance
 - AARP 101
2. All agents must complete the **product module(s)** and pass the corresponding assessment(s) with a score of 85% or higher within three attempts. Available product modules by type are:
 - Medicare Advantage Plans (HMO, POS, PPO)
 - Private Fee-for-Service Plans (PFFS)
 - AARP Medicare Supplement Plans
 - Medicare Prescription Drug Plans
 - Chronic Illness Special Needs Plans (CSNP)
 - Dual Special Needs Plans (DSNP)

Note: If you do not score the minimum 85% in three attempts on a prerequisite module, you are not allowed to sell any UnitedHealthcare Medicare Solutions products for the applicable plan year.

AHIP Certification for our FMO Partners (*For FMOs, use the above information plus the information below.*)

American Health Insurance Plan (AHIP) Certification satisfies the requirement for the following UnitedHealthcare Medicare Solutions Certification Modules: Medicare Basics, Medicare Advantage Plans and Medicare Prescription Drug Plans. If you choose the AHIP option, you will also be required to complete the following pre-requisites: Pledge of Compliance, Ethics and Compliance and AARP 101. UnitedHealthcare will accept your AHIP certification and display any other required modules. As with other requirements, you have three total attempts to pass the assessments at 90%. **If you choose to certify via AHIP, you need to complete the 2014 AHIP Certification before any other 2014 Certification modules. Failure to do so will result in AHIP score rejection.**

Remember: AHIP Certification is voluntary. If you elect to do this, you will receive a \$50 discount off of the AHIP certification fee if you first enter the AHIP site by going through the www.unitedhealthproducers.com Learning Center. Also, after you begin 2014 Medicare Basics Test you will not be allowed to select AHIP for certification.