



# AEP Check-In

**We know you're in the thick of AEP - and we want to make sure you're as successful as possible. So, we have created this AEP Check-In checklist that will help you make the most of your efforts during the rest of AEP.**

Make sure your plan information is correct online

Follow-up on leads with emails and phone calls

Send "app-chaser" emails to prospects who have an applications but have not yet enrolled

Reconcile your budget weekly and spend your money on what is working the best

Keep track of your progress towards your goals

Communicated with members who have disenrolled

Send a post-ANOC communication to Med Supp clients

Keep your business cards handy to give out

Keep your calendar updated with appointments

