

In case you missed our last email on 8/24, this is a reminder that Alignment's 2023 Certification is NOW LIVE!

Details below:

## **NEW AGENT? NEED TO CERTIFY?**

PLEASE FOLLOW THESE STEPS:

Accessing Certification and Recertification

If you are a rectifying agent, please follow the directions below:

- 1. You can access recertification by logging into the Alignment's agent portal: <u>agents.alignmenthealthcare.com</u>
- 2. Click the Certification tab
- 3. Upload your documents: 2023 AHIP, DOI license(s), and E&O.
- 4. Complete the certification training & exam

or

If you are a new agent, please follow the directions below:

- 1. Go to <u>www.AlignmentHealthPlan.com</u> and click on the <u>AGENTS</u> tab
- 2. Click on <u>Need to certify or recertify?</u>
- 3. Enter your NPN number and follow the instructions

Agents will have three attempts to complete the course with a minimum passing score of **85%** (be sure to schedule uninterrupted time to complete the entire assessment)

• Certification remains a requirement to receive renewals. Please be sure that your annual certification is complete by 12/31/2022.

If you've already completed your 2023 certification, please disregard this email.

2023 AEP Enrollment materials will be available through your FMO the last

week of September.

## **QUESTIONS?**

Please call or email Partner Experience at Alignment Health Plan **888-793-5700**; Open from 8am-5pm PST <u>PartnerExperience@ahcusa.com</u>

