

Anthem Appointment Instructions

Please note that Anthem appoints agents for both U65 and Medicare products. Anthem allows for dual appointments in CA, CO, GA, NV & NY, meaning that an agent can have two appointments with two different agencies. It is not recommended that agents maintain dual appointments, so please terminate any existing appointment(s) in these states once you have become appointed in the applicable state(s) with GoHealth. Contact your other agency with any commission questions prior to terminating your appointment(s).

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New Agent Appointment Application Instructions

If you are not currently appointed with Anthem, follow the instructions below. **Do not pay for appointment** fees, as the fees are waived for GoHealth agents.

- 1. <u>Click here</u> to access Anthem's appointment application. Using this link will appoint you under GoHealth's hierarchy.
- 2. Complete the fields under the New Applicant section to create an account.
- 3. Once logged in to NoMoreForms, the home page will include any forms that need to be completed along with the status of each form.
- 4. Click on the Leading Questions link.
- 5. Select "No" for "Are you an existing Anthem broker?" and click next.
- 6. Complete all of the necessary questions and documents that populate thereafter.
- 7. If an attachment is necessary based upon answers provided to the Leading Questions, the home page of NMF will indicate that an attachment is necessary. For example:

You have attached 0 of the 1 required attachments for Anthem/Empire. Please click here to add (or view) attachments as necessary.

- 8. Once all forms on the home page have a status of "Complete," click the "Submit Forms" button.
- 9. Enter your password to digitally sign the documents and then click on "Submit Forms."
- 10. Confirm all steps have been completed and click on "Submit Forms" again.
- 11. Please note that your application has not been submitted until you see a submission confirmation number. Record the submission confirmation number for more efficient appointment research should GoHealth need to ask Anthem to research your application.

Appointment Transfers

If you are already appointed with Anthem and need to transfer to GoHealth, follow the instructions below.

- 1. <u>Click here</u> to access NoMoreForms.
- 2. Complete fields under the Returning Applicant section to log in.
- 3. Verify your phone number and email address and then click Save.
- 4. Select your state of residence from the dropdown menu.
- 5. Select the states you would like to transfer to GoHealth.
 - a. Do not pay for appointment fees. The fees are waived for GoHealth agents.
- 6. Click Continue to Forms.
- 7. Click Continue to Forms again.
- 8. Click on the Leading Questions link.
- 9. Select "Yes" for "Are you an existing Anthem broker?" and click Next.
- 10. From the dropdown menu, select "A relationship addition to an existing appointment."
- 11. Choose the applicable states.
- 12. Select "Paid to Oversight Agency for Distribution" under the commissions dropdown menu. Click Agree.
- 13. On the FMO PDS form, ensure GoHealth LLC appears as the Agency Name under "Section 3: Agency Assignment."
- 14. Attach a copy of your release <u>or</u> proof that you requested a release from your current upline more than 6 months ago on the home page of NoMoreForms by clicking on "Please click here to add (or view) attachments as necessary."
- 15. Complete the Leading Questions form and complete the necessary documents thereafter.
- 16. Once all forms on the home page have a status of "Complete," click the "Submit Forms" button.
- 17. Enter your password to digitally sign the documents and then click on "Submit Forms."
- 18. Confirm all steps have been completed and click on "Submit Forms" again.
- 19. Please note that your application has not been submitted until you see a submission confirmation number. Record the submission confirmation number for more efficient appointment research should GoHealth need to ask Anthem to research your application.

Adding States to an Existing Appointment

If you are already appointed with Anthem under GoHealth and need to add states or lines of business, follow the instructions below.

- 1. <u>Click here</u> to access NoMoreForms.
- 2. Complete fields under the Returning Applicant section to log in.
- 3. Verify your phone number and email address and then click Save.
- 4. Select your state of residence from the dropdown menu.
- 5. Click the states in which you would like to add appointments.

a. Do not pay for appointment fees. The fees are waived for GoHealth agents.

- 6. Click Continue to Forms.
- 7. Click Continue to Forms again.
- 8. Click on the Leading Questions link.
- 9. Select "Yes" for "Are you an existing Anthem broker?" and click Next.
- 10. From the dropdown menu, select "Appoint in new state" if you are not appointed in the state or "Appointment in existing state for new LOB" if you simply need to add a line of business/entity to an existing state appointment. Click Next.
- 11. Select the state(s) in which you would like to become appointed.
- 12. In the commissions dropdown menu, select "Paid to Oversight Agency for Distribution."
- 13. Click Agree and follow any remaining prompts.
- 14. On the NoMoreForms home page, complete any remaining documents under the "Anthem FMO Package Forms" section.
 - a. The "LA Instruction Letter" and "2020 LA Broker Agreement" need to be completed if you are seeking an appointment in LA.
 - b. The "AMH Instruction Letter" and "2020 AMH Broker Agreement" need to be completed if you are seeking an appointment in ME.
- 15. Click on each document under the Anthem FMO Package Forms and follow the prompts to complete each document.
- 16. Once all forms on the home page have a status of "Complete," click the "Submit Forms" button.
- 17. Enter your password to digitally sign the documents and then click on "Submit Forms."
- 18. Confirm all steps have been completed and click on "Submit Forms" again.
- 19. Please note that your application has not been submitted until you see a submission confirmation number. Record the submission confirmation number for more efficient appointment research should GoHealth need to ask Anthem to research your application.