Ambetter ACA Contracting Directions through Benavest

IMPORTANT!

If you are already contracted with **AMBETTER ACA**, please refer to **TRANSFER INSTRUCTIONS FOR AMBETTER**.

Ambetter Contracting For New Agent

Carrier States

- **AL, AZ, AR, DE, GA, IA, IL, IN, KS, KY, LA, MI, MO, MS, NC, NE, NH, NJ, OH, OK, PA, SC, TN, TX, WA** *(AR, GA, KY, NJ, PA, WA – State-Based Exchange Certification is needed)*

Step 1: Request Contract from Benavest

Request Contract from Benavest by emailing office@benavest.com with the Subject: **Ambetter: Contracting Request**

Once we receive the contract request for Ambetter, please allow 7-10 business days for processing and for the request to be sent out.

Step 2: Contract Invitation - Registration

Contract invitation email information:

> **Subject:** Welcome to Ambetter
> **From:** ambetterproducer@centene.com

Once you receive the invitation, click on **'GET STARTED'** at the bottom of the page and it should redirect you to the registration page.

ambetter.

We are excited to start the process of getting you onboarded with Ambetter!

Please click here if you'd like additional instructions to complete your Ambetter application.

You have been extended an invite to complete contracting for the state of TX - Superior Healthplan Inc., TX - Celtic, AZ - Healthnet of Arizona Inc, GA - Ambetter of Peach State as a Sub Producer for agency Benavest Dba Ezhealthmart.

Please click on the button below to get started.
The link will expire within 5 days of email receipt date. If you do not complete, electronically sign, and submit this contract within 5 days of receiving this email invite, you will need to contact your sales representative or our broker sales support team at +1-855-700-7985 , Option #2 to obtain new contracting or for any additional questions.

If you are eligible for an appointment (s) after submitting and electronically signing your application, please allow 15-30 business days to receive the confirmation appointment email (s). This timeframe can be delayed if you have not provided additional information that may be requested during the contracting process.

Please do not assume appointment in any state until you receive a confirmation appointment email advising you that you are appointed in a specific state.

Please note: that the states of IN, PA, and TX are pre-appointment states. You must ensure that you are fully contracted and appointed in these states prior to solicitation.

Please note: You must ensure you are properly FFM certified for the current plan year. Your NPN must appear on the CMS locater. We do not accept FFM certificates.

Your FFM must appear on the CMS spreadsheet. If your NPN does not appear on the CMS spreadsheets, please contact CMS directly if you've already certified. You may attempt to verify by searching the CMS FFM link.

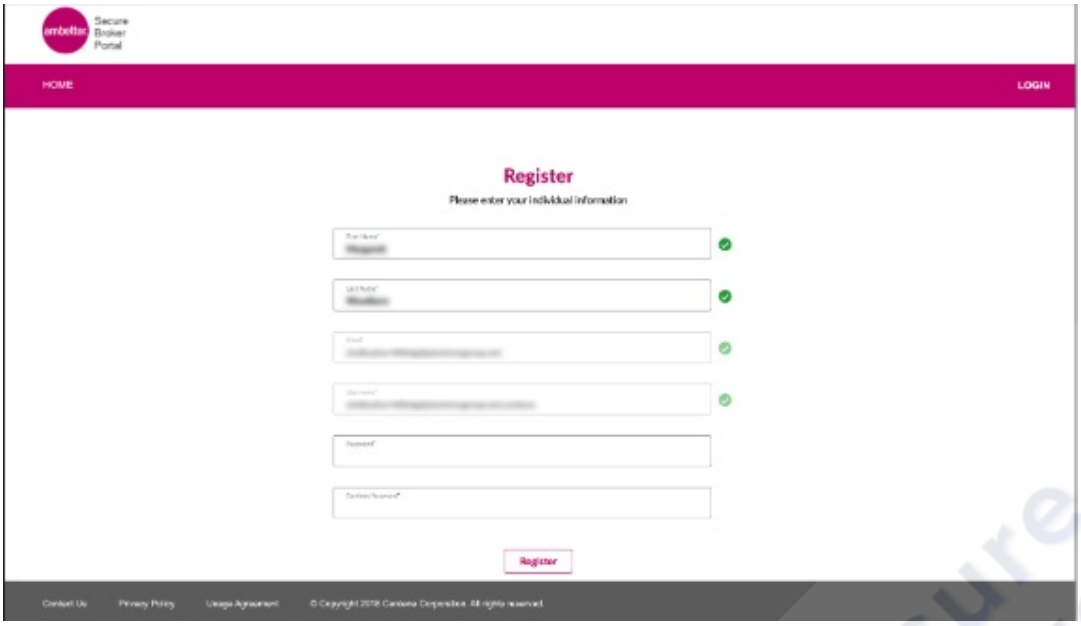
- https://data.healthcare.gov/dataset/AB-Registration-Completion-List/wb6u-x2ny/data or visiting hhs.gov.

If you are in the state of KY, NJ, NM, NV, PA, WA, you must obtain and provide the state specific certification for the current plan year.

If you are in the state of AR, you must also obtain your AR Exchange Certification. This specifically must appear on AR's DOI website along with your licensing information.

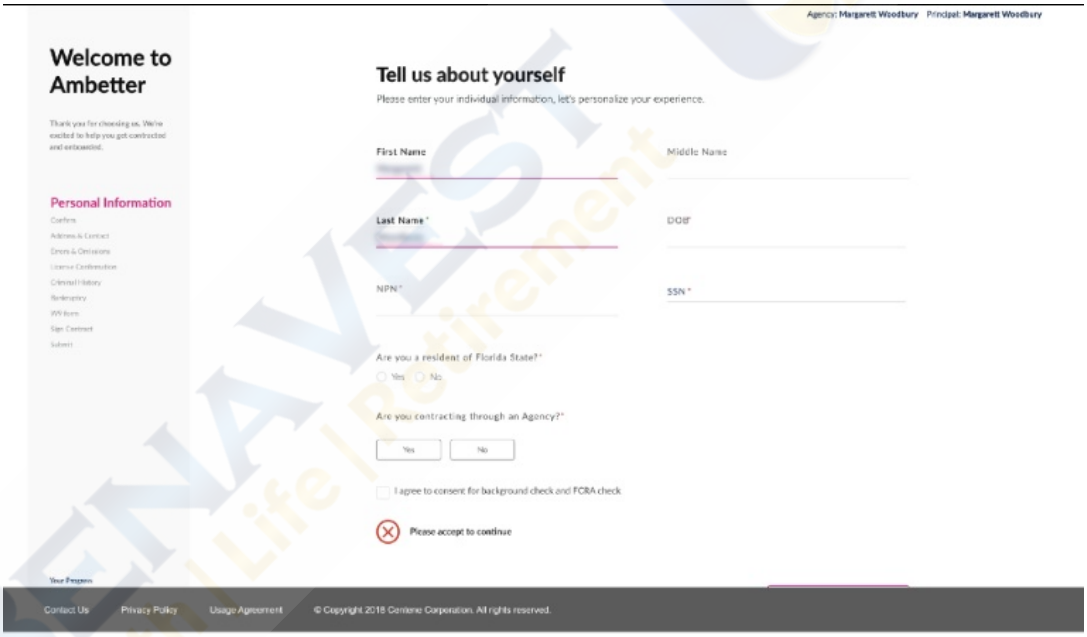
Get Started

BENEVEST Insure University Healthcare Recruitment



Step 3: Complete Contract

After registering and/or logging in, you will be redirected to the application. Please refer to the Ambetter Step-by-Step Guide starting on pages 2-7 for further instructions.



Ambetter can take up to 7-15 business days frmo submission date to review state appointments and backgrounds.

Step 4: Appointment Confirmation

You will receive a welcome email from Ambetter confirming that you're ready to sell.

> **Subject**: State Appointed: *YOUR STATES APPOINTMENTS LISTED*
> **From:** ambetterproducers@centene.com

Transfer Instructions For Ambetter

(No transfers allowed from September 1 to April 15)

Transfer Directions for Agents Appointed Under Another Agency

1. **Complete the Ambetter Producer Release Request Form.**

Your browser does not support PDF. Click here to download.

Please ensure to read enter your initials next to EACH guideline on the form.

Guidelines Acknowledgement (Enter Sub producer initials next to each guideline below to acknowledge receipt and understanding):

_____ Both the Principal of the Agency and Sub-Producer of the Agency must sign and date this Producer Release Request.

_____ Any commissions and membership that the Sub-Producer earned while under the contracted Agency & Principal noted on this Producer Release Request will not get transferred to Sub-Producers new requested contracting Entity. All commissions and membership earned by the Sub-Producer listed on this Producer Release Request while contracted under Agency and Principal listed on this Producer Release Request will remain. No exceptions will be granted.

_____ Once the acting Agency's Principal and Sub-Producer sign this Producer Release Request, Ambetter Health will terminate the Sub-Producer's existing contract. The Sub-Producer will then need to fill out a new contract to contract under a new Agency after the Sub-Producer is approved to contract under another Entity from an Ambetter Health Account Executive.

_____ Once Ambetter Health receives this Producer Release Request and any requested information, termination under the existing contract may take up to 15 business days.

_____ Producer Release Requests will not be processed during the Blackout Period of September 1 – April 15.

_____ Ambetter Health reserves the right to deny this Producer Release Request. Ambetter Health does not under any circumstance transfer membership or commissions.

_____ All signatures and signature dates must be signed within 30 calendar days of receipt of the form and no earlier than April 15.

_____ Any formed returned with an e-signature needs to have the signature completed via DocuSign with proof of DocuSign attached and submitted with the Producer Release Request.

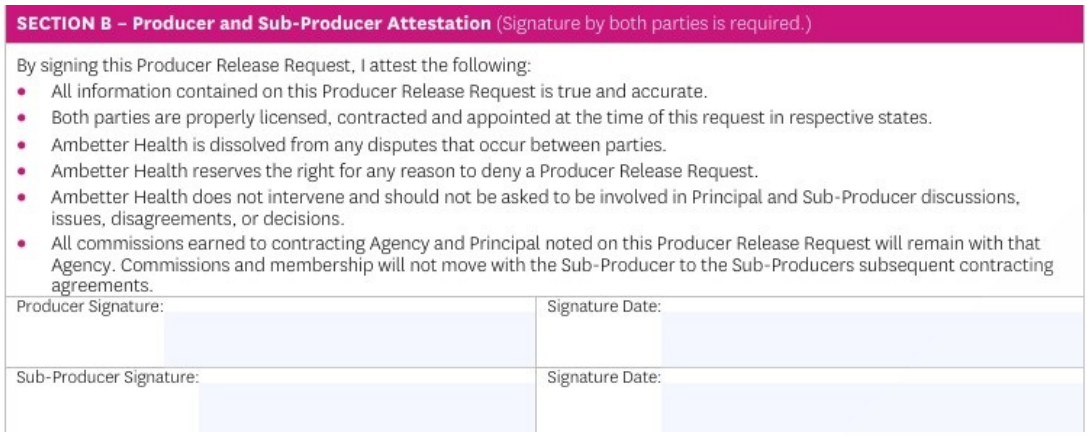
SECTION A: Broker Release Request & Signatures *Signatures by both parties are required*

- Agency & Principal- for your current agency to fill out and sign.
- Sub-Producer - for you, the agent, to fill out and sign.

SECTION A – Producer Release Request and Signatures		
Agency & Principal		
Agency Name (Print):	Principal Name (Print):	Principal NPN:
Principal Signature:	Signature Date:	
Sub-Producer		
Printed Name:	Sub-Producer NPN:	
Sub-Producer Signature:	Signature Date:	

SECTION B: Producer and Sub-Producer Attestation *Signatures by both parties are required*

- Producer - for your current agency to sign.
- Sub-Producer - for you, the agent, to sign.



SECTION B – Producer and Sub-Producer Attestation (Signature by both parties is required.)

By signing this Producer Release Request, I attest the following:

- All information contained on this Producer Release Request is true and accurate.
- Both parties are properly licensed, contracted and appointed at the time of this request in respective states.
- Ambetter Health is dissolved from any disputes that occur between parties.
- Ambetter Health reserves the right for any reason to deny a Producer Release Request.
- Ambetter Health does not intervene and should not be asked to be involved in Principal and Sub-Producer discussions, issues, disagreements, or decisions.
- All commissions earned to contracting Agency and Principal noted on this Producer Release Request will remain with that Agency. Commissions and membership will not move with the Sub-Producer to the Sub-Producers subsequent contracting agreements.

Producer Signature:	Signature Date:
Sub-Producer Signature:	Signature Date:

2. **Submit the Form** – Send the completed document to office@benavest.com.
3. **Contract Termination** – Once submitted, Ambetter Health will process the termination of your existing contract. This may take up to 15 business days after they receive the form and any required information.
4. **New Contract Submission** – After the termination is finalized, you will need to complete and submit a new contract for approval with Ambetter Health.
5. Follow the **Ambetter Contracting for New Agent** instructions above.

Transfer Directions for Agents Appointed Directly with Ambetter (Direct Broker)

1. **Complete the Ambetter Direct Broker Release Form** – Fill out and sign the form using a wet signature.
2. **Submit the Form** – Send the completed document to office@benavest.com.
3. **Contract Termination** – Once submitted, Ambetter Health will process the termination of your existing contract. This may take up to 15 business days after they receive the form and any required information.
4. **New Contract Submission** – After the termination is finalized, you will need to complete and submit a new contract for approval with Ambetter Health.
5. Follow the **Ambetter Contracting for New Agent** instructions above.

Carrier Portal

Ambetter Portal: https://broker.ambetterhealth.com/s/login

Ambetter Support Contact Details

✉ ambetterbrokers@centene.com
(855) 700-7985

Benavest Contact Details

✉ office@benavest.com
(800) 893-7201 x 1610
(954) 947-8694

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