BCBS NM ACA Contracting Directions through Benavest

IMPORTANT!

If you are already contracted with BCBS of NM, please refer to **TRANSFER INSTRUCTIONS FOR BCBS OF NM**.

BCBS of NM Contracting for New Agent

Step 1: Pay Contracting Fee

There is a contracting fee of $35 that you can pay through this payment link
Refund Policy: Refund requests will not be accommodated.

Step 2: Submit Documents

After paying the contracting fee, please send office@benavest.com the following:

- Copy of the contracting fee receipt
- Your FFM ID

Step 3: Onboarding Invitation

Once Benavest processes your BCBS of NM contract request, you'll receive an invitation from **producer_service_center@psc.hcsc.health** to complete the BCBS of NM contracting process. Please ensure you complete the application using the provided link within 10 days, as the invitation will expire after that period.

Step 4: Appointment Confirmation

Once the carrier reviews and approves your application, you will receive a confirmation email from: **producer_service_center@psc.hcsc.health** that will contain your writing number.

⚠ *Once you receive this, please send office@benavest.com a copy of the email.*

Step 5: Broker Portal Registration

48 hours after you have receive your BCBS of NM Producer Number, you can visit the BCBS NM broker portal and register.

- You will need to have your **Producer ID** handy and use the same email address, address, and information you provided during onboarding application.
- Once registered, the portal will take 24-48 hours to update. After 48 hours you should be able to log in and use the platform to enroll clients and see your BOB.

Transfer Instruction for BCBS of NM

Option 1: If Agent is Transferring BOB

1. There is a contracting fee of $35 that you can pay through this payment link
2. Fill out the attached **Term and Reassign Letter**.

> - Agent Name, Producer Number *(XXXX's)*, and Agency State ID must be changed to reflect the agent's information.
> - Agent must print, sign, and date (where the x's are).
> - Indicate BCBS state appointment(s) you want to transfer.

3. The **Term and Reassign Letter** must be signed by your current upline/agency in order to move business.

NOTE: If you are directly appointed with the carrier, you do not need the upline/agency signature and may leave this blank.

Term and Reassign Letter - Moving Business

BCBS (OK, NM, IL, MT, TX)_Term and Reassign Letter - Moving Business.docx

Option 2: If Agent is NOT Transferring BOB

1. There is a contracting fee of $35 that you can pay through this payment link
2. Fill out the attached Term Letter.

> - Agent Name, Producer Number (XXXX's), and Agency State ID must be

changed to reflect agent's information.
- Agent must print, sign, and date (where the x's are).
- Indicate BCBS state appointment(s) you want to transfer.

Note: If you are not moving business, the agent does not need permission to terminate his writing number.

Term Letter - Not Moving Business

BCBS (OK, NM, IL, MT, TX)_Term Letter - NOT moving business.docx

Carrier Portal

BCBS of NM Portal: https://osc.hcsc.net/ProducerPortal/login.aspx

BCBS of NM Support Contact Details

✉ Producer_Service_Center@bcbsok.com
(855)782-4272

Benavest Contact Details

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