

# 2024 ANNUAL AGENT CONTRACTING

#### CHRISTUS HEALTH PLAN

You are not Ready to Sell (RTS) until you complete the certification program(s). Once you are appointed, you will receive a confirmation email stating "Congratulations, you are now Ready to Sell". Please note you will not receive commissions for any applications submitted prior

CONTACT US PHONE: 833.889.4357 (HELP)

EMAIL: HealthPlanBrokerContracting @christushealth.org

CHRISTUShealthplan.org

# **Agent Contracting**



### **JACK SCHROEDER & ASSOCIATES LLC**

### **GETTING STARTED**

- Clear your internet browser history
- > Enable pop-ups in your internet browser
- Update your profile on Miramar-Agent.com
  Email address, primary address & phone numbers
- ➤ CHRISTUS 2024 HIX Certification (10 steps to RTS)
  - Complete FFM Training at least one week BEFORE
- > CHRISTUS 2024 MA Certification (11 steps to RTS)
  - Product Training included (20 questions)

## **MIRAMAR-AGENT REGISTRATION**

#### ALREADY REGISTERED IN MIRAMAR-AGENT?

- 1. Go to Miramar-Agent.com
- 2. Click Register New on the Dashboard
- 3. Enter registration code
  - ➢ N/A (Exchange Program)
  - JSA2816MA (Medicare Program)

4. CHRISTUS 2024 Certification program will display under ACTIVE PROGRAMS

#### **NOT REGISTERED IN MIRAMAR-AGENT?**

- 1. Go to Miramar-Agent.com
- 2. Click Register as an Agent on the log in page
- 3. Enter and confirm SSN
- 4. Enter registration code
  - > N/A (Exchange Program)
  - > **JSA2816MA** (Medicare Program)

5. Enter demographic information

6. CHRISTUS 2024 Certification program will display on the Dashboard under **ACTIVE PROGRAMS** 

**Important Note:** By using the above unique registration code, agents are automatically assigning their commissions to **Jack Schroeder & Associates LLC** and will be auto enrolled into the certification program.

# **AGENT RELEASE POLICY**

An Agent wishing to move to the FMO from another field marketing organization must present to CHRISTUS a release letter from the current field marketing organization. If the current field marketing organization refuses to release the Agent, CHRISTUS will honor the refusal for a period of one (1) year from the Agent's request to change. At the end of the one-year period, CHRISTUS will process the change without a release letter. When an Agent moves from the FMO to another field marketing organization, the Agent's book of business, including commissions, will follow the Agent. **CHRISTUS will not process Agent moves during the Blackout Period (September 1st through December 31<sup>st</sup>**.