

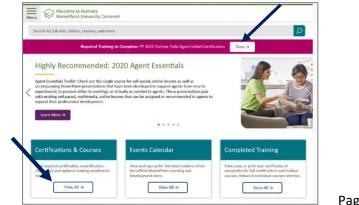
PURPOSE: This job aid will assist agents with accessing AHIP from Humana MarketPoint University (HMU) and transferring their AHIP scores to the Humana Certification or Recertification course enrollment.

How to Access AHIP and Transfer Your AHIP Score to Humana

To transfer an AHIP score you must be enrolled in a Humana Certification or Recertification course located on Humana MarketPoint University. You can access Humana MarketPoint University from the **Humana Vantage Agent Portal**.

Yisit our coronavirus resources page to get	the latest information on COVID-19	and learn more about the r	new vaccines.		
Other Humana Sites ∨					Help Español
Humana Shop for Plans ~	Member Resources \vee			I want to	Q Sign in
Sign In Sign in with your username and get access to key coverage	Applying for coverage?		(
Information as well as useful member tools and resources. If you are a dental or vision member tooking for HumanaOneMembers.com, sign in here. You will be able to find the following plans: Individual Dental Preventive Value, Preventive Plus, Loyalty Plus, Complete Dental, Bright Plus,	Finish your Humana insurance enrollment		Licensing, Certification & Contracts	o ★ 😯	
Value Plan (H1215 or CS50) and Discount or Individual Vision place	Comparison of Password Help Forgot your username? Forgot your password?		Licenses (1)		
Password → Sign in	Not registered? Register your account		Get Certified/Rece	rtify	

Once logged in on Humana MarketPoint University, you will access your Assigned Certification or Recertification Training through the top homepage alert. You can also navigate to this by selecting View All under the Certifications & Courses section. Once on the Assigned Training section, you will Enroll In or Launch the course to begin or continue.



Assigned Certifi	ification and Other Required Training	
	2021 External Field Agent Initial Certification Training	
	ation training is for NON-CERTURED External Field agents who need to become CERTURED to sell Medicare Products for Humana for Plan Year 2021	
i prefiere complete	etar la version en espacol de esta capacitacion, comunoquese con la Unidad de soporte para agentes (ASU) 800-309-3163.	
	Training Requirement ON Complete	/
	Hummarks 2021 MAPD and PDP Centrication for Partner F-eld Agents. Device •	Greek -
Assigned Cer	ertification and Other Required Training	
Assigned Cer	ertification and Other Required Training 2021 External Field Ågent Initial Certification Training	
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Page 1 of 5

Humana.

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REVISED 5.26.21 TRN-REF-738a

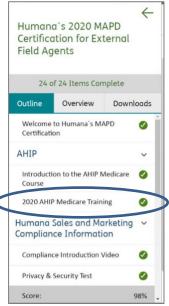
Make your way through the list of modules until you can click on the "**AHIP Medicare Training**" link.

When you click "AHIP," a new window displays.

NOTE: Make sure you are logged out of AHIP before clicking the "AHIP" link and that pop-up blockers are turned off).

If you are a first-time AHIP user, you will need to enter your **National Producer Number (NPN)** during the registration process.

NOTE: You only need to register once. If you leave and come back, just enter your NPN and password.



Important Reminder:

When logging in to AHIP from the Humana course outline **you must use your NPN as the Username**.

The system will prompt you to enter either your email, or NPN. Humana's connection to AHIP is tied to an agent's **NPN**. Entering the NPN ensures the agent's AHIP score is transferred over to Humana without issue.

User Login	
Username (NPN or Email)	Enter NPN here.
Password	
	Login
Forgot your use	
Forgot your pas	ssword?

Looking for AHIP Scores

Humana.

Once signed into AHIP, the system will look to see if the current plan year course has been completed successfully within six attempts (even if completed outside of Humana).





If AHIP is already successfully complete, the test score will automatically send to Humana and the following message will be received.

https://humanaqa.kmsihosting.com	/humanaweb/ahipcompletionlookupmanual02.aspx?force=1&user_id=24110 — 🛛 📿
Secure https://humanaqa.km	sihosting.com/humanaweb/ahipcompletionlookupmanual02.aspx?force=1&user_id=24
Wonderful,	has completed AHIP Training for
	nue compreteu / num indining ret

Click the "**Return**" button at the bottom of the page to return to the course outline.

When you return to the course, the AHIP score and status will be updated. You can then continue with the training. (You may need to refresh the screen.)

Level	Title	Score	Weight
Part	🜩 Part 1		
	Welcome to Humana's Certification		
	How to Navigate Through AHIP		
PASSED	AHIP 2019	100	
Part	Part 2		
	MAPA Introduction		
	How to Download MAPA Instructions		
	MAPA Test Question		100
Fotal Score		0.0	100.0

If AHIP is already completed, but score is not transferring

If you have successfully completed AHIP for the current plan year by passing the exam within six test attempts but the score is not transferring, you will **NOT** be required to retake the AHIP Training. The MarketPoint Training Team will be able to manually transfer over your score once we receive proof your completion.



To provide Proof of Completion, you will simply need to login on the AHIP Site, navigate to your Transcripts page (as shown in the image below) and capture an image of this page to send to <u>MarketPointTraining@humana.com</u>. The image **MUST** show your Name and your Final Exam Score on the same page.

Please allow one business day for the MarketPoint Training Team to transfer the score.

Yo	ur name here						Export	table i
	Name	Attempt	Start	Complete	Duration	Status	Score	Certif
ж	2021 - Module 1 - Overview of Medicare Program Basics: Choices, Eligibility, and Benefits	1	October 8, 2020	October 8, 2020	93h 01m 46s	8	45.00	-
8	2021 - Module 2 - Medicare Health Plans	1	October 8, 2020	October 9, 2020	79h 39m 16s	8	40.00	
	2021 - General Compliance	1	October 12, 2020	October 12, 2020	89h 49m 47s	8	80.00	
	2021 - Module 3 - Medicare Part D: Prescription Drug Coverage	1	October 9, 2020	October 9, 2020	71h 26m 15s	8	35.00	-
8	2021 - Medicare Fraud, Waste, & Abuse	1	October 12, 2020	October 12, 2020	92h 21m 34s	8	90.00	
8	2021 - Final Exam	1	October 12, 2020	October 12, 2020	02h 19m 56s	8	96.00	
	Enal Exam		1 October 2020	12, October 1, 2020	2. 01h 59m 57s	8	96.00	
*	2021 - Nondiscrimination Training	1	October 12, 2020	October 12, 2020	99h 52m 50s	8	77.78	
8	2021 - Module 5 - Enrolment Guidance Medicare Advantage and Part D.Plans	1	October 9, 2020	October 11, 2020	62h 16m 57s	8	35.00	-
ĸ	2021 - Module A - Marketing Medicare Advantage and Part D Plans	1	October 9, 2020	October 9, 2020	63h 17m 19s	8	32.50	
	AHP Fraud. Waste & Abuse Training	1	October 8, 2020	October 12, 2020	282h 04m 11a	8		

If AHIP has not yet been completed, you will be redirected to the AHIP website.

- Already have an AHIP account? Login using your NPN and AHIP account password.
- New to AHIP? Please register by clicking the Create a New Account button.

AHIP	Medicare Traud, Waste and Abuse		Humana
Quick Links User Guide User Guide AHIP Insurance Education AHIP Conferences AHIP Home	Marketing Medicare Advantage + Fraud, Waste and Abuse Introducing a new way of learning that saves you valuable hours you need to Now there's one single source for both Medicare and Fraud. Waste and Abuse (FWA) transing. Our comprehensive online pro on Medicare, including prior options, marketing, enrolment requirements, and FWA guidetines.	grow your business.	Long-Term Care Professional (LTCP)— Combined Course Tranna that drives corrers Register today
Contact Us For Technical Support: Second 234 6909 Second 244 With Pressrance Education org	What You'l Leam Medicam Medicam The basics of Medicans fee forsavice algability and benefits The basics of Medicans fee forsavice algability and benefits The basics of Medicans fee forsavice algability and evening Elgability and evening Medican Adventage and Part D program Web common the Medican Adventage and Part D p	nancial cost of FWA. aud, Waste, and Abuse ents	HEALTH SAVINGS ACCOUNT (HOAL EXPERT CERTIFICATE Training that drives concers Register today
	User Login Username (NPN or Email) (888660 Password Username (NPN or Email) Password Username Fore and executions? Ecolor to an execution? Ecolor to an execution? Ecolor to an execution?	Regist First time Greate a Ne	visitor?
Return	AMPEDENT: All righten reserved. You are not nogged in. (Local)		



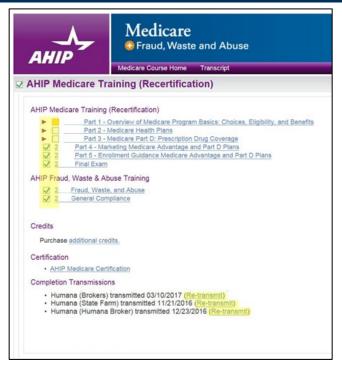
Page 4 of 5

Enroll in the Medicare training.

If you have not yet started AHIP, you may be prompted to pay \$125 (discounted rate for contracted Humana agents). *NOTE: Career Agents employed by Humana and certain other non-career agents will not see the same ecommerce site.*

Once you have completed AHIP, you will see a list of your completed AHIP coursework and Final Exam with a GREEN checkmark next to it. Below that, you will see a TRANSMIT (or Re-Transmit) link next to "HUMANA". Click it!

Click the Return button in lower left corner of the browser window to return to your course.



Once your score is received, you will continue completing the remainder of the Humana Certification or Recertification coursework!

Level	Title	Score	Weight
Part	Part 1		
	Welcome to Humana's Certification		
	How to Navigate Through AHIP		
PASSED	AHIP 2019	100	
Part	Part 2		
	MAPA Introduction		
	How to Download MAPA Instructions		
	MAPA Test Question		100
Total Score		0.0	100.0

If your score did not transfer, simply click the AHIP link again for HMU to check for your score and pull it over.

WINNING TIPS:

- AHIP's passing score is **90%** within 6 attempts. If AHIP was completed beyond the first 6 attempts, the score will not transfer. Agents will be notified of Humana's policy and will be shown their first three test attempt scores.
- The initial test registration will allow 3 test attempts. If an additional 3 attempts are needed, a second registration purchase is required at the agent's expense. With the additional 3 attempts, you will be required to start the course over.
- If you have been logged into the Humana MarketPoint University for a long time, it may time out. Click the AHIP link again from the course outline and HMU will pull your AHIP score into the course.
 If you are not able to transfer your score after following these steps, or need any other assistance, please contact Humana Agent Support at 1-800-309-3163.

Page 5 of 5

