

Assigning us as your independent broker to help with Marketplace enrollment is under step 3 “Help applying for coverage”. Enrolling online is the only way to use a broker at this time. Enrolling over the phone or by a paper application will not permit the enrollee to use a licensed, professional, certified, trained and insured impartial broker.

The screenshot shows the 'Help applying for coverage' step in the enrollment process. The page title is 'Help applying for coverage' and the breadcrumb trail is 'Apply > Get Results > Get Coverage'. The left sidebar shows the progress: 1. GET STARTED, 2. Privacy policy, 3. Help applying for coverage (selected), 4. Help paying for coverage, 5. Who needs coverage, 6. Summary. Below the sidebar are sections for 'FAMILY & HOUSEHOLD', 'INCOME', and 'ADDITIONAL INFORMATION'. The main form area has the heading 'Tell us if you're getting help from one of these people' and five radio button options: Navigator, Certified application counselor, Non-Navigator assistance personnel, Agent or broker (selected), and None of these people. Below the radio buttons are four text input fields: 'First name' (Ed), 'Middle optional' (empty), 'Last name' (MacConnell), and 'Suffix optional' (Select...). Below these are two more text input fields: 'FFM User ID optional' (edmac812) and 'NPN number optional' (2032257). A green 'SAVE & CONTINUE' button is at the bottom right.

1. Select the radio button for “agent or broker
2. Enter the Name Ed MacConnell in the proper fields
3. Enter our FFM User ID in the proper box edmac812
4. Enter our NPN number in the proper box 2032257

Please note although the box indicates that it is optional, if you do not enter our information, we will not be registered as your broker with either the marketplace or the insurer you select.



After completing the registration, send us your **application ID #** and the phone number that you used to register so we can look you up and assist you in the enrollment process. Our secure fax number is (888)287-3186.



(215)355-2121

Toll Free 1(800)924-6718

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www.totalbenefits.net