Checking Enrollment Applications for Humana/CarePlus

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Log in to your Humana Vantage Portal.

Click on Enrollment Reporting under Medicare in the Business Center Module (See in Red box below).

Licensing, Certification &	Quote & Enroll 🔶 🔶 😵	🛛 Business Center 🛛 🔺 😮		
Contracts	Medicare	Medicare		
Licenses Certifications	→ Enter Online Enrollment	Enrollment Reporting		
0	→ MAPA Downloads	→ MAPA Reporting		
Sales & Marketing 🛛 📩 💡	→ Application Status	Medical, Dental, Vision		
Order Marketing Materials	→ Scope of Appointment	→ AWB - Issued Business		
MA, MAPD, PDP, Med Supp	Individual Customer Number Grid	→ AWB - Renewals		

Here you can change your report type to check Active Enrollments, Submitted Applications, Commissions, and Termed Enrollments. You can search by many different criteria. To get a list of Enrollment apps submitted during AEP use the signature date from and to boxes as seen below and the WA SAN (use your Writing Agent SAN). Then click Request Report.

DELEGATED REPORTING SYSTEM							
REPORT TYPE	SUBMITTED APPLICATIO						
	FROM	ТО					
EFFECTIVE DATE			WA SAN	1588916			
SIGNATURE DATE	10/14/2016	11/23/2016	MGA ID				
MEMBER LAST NAME			MEMBER FIRST NAME				
MEDICARE ID			MEMBER STATE	ALL			
	ALL CAREPLUS MEDICARE-	HMO					
PRODUCT	PRODUCT MEDICARE -HMO MEDICARE -HMO		PLAN NAME	?			
	USE CTRL TO SELECT MU	LTIPLE					
* Data is NOT available for transactions of search - all active enrollments are availab	lder than 18 months of age. You le regardless of transaction dat	u may not put in a date range tha te.	at goes back further than 5/23/2015. This does	NOT apply to an Active Enrollment			
	-						
REQUEST REPORT RESET							
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A table will be loaded that shows the list of apps that fit the criteria entered. At the end of the table it will say the status of the application or policy (see below for example).

)	Product	Plan Name	Member Address	City	State	Zip	Phone #	Agent	Agent SAN	Submission Status
6	HMO CP	H1019-069		Jacksonville	FL	32209	(904) 768-4542	Mclucas, Dunnon T	1588916	Processed
6	HMO CP	H1019-085		Jacksonville	FL	32205	(904) 387-2920	Mclucas, Dunnon T	1588916	Processed
										1 Of 1