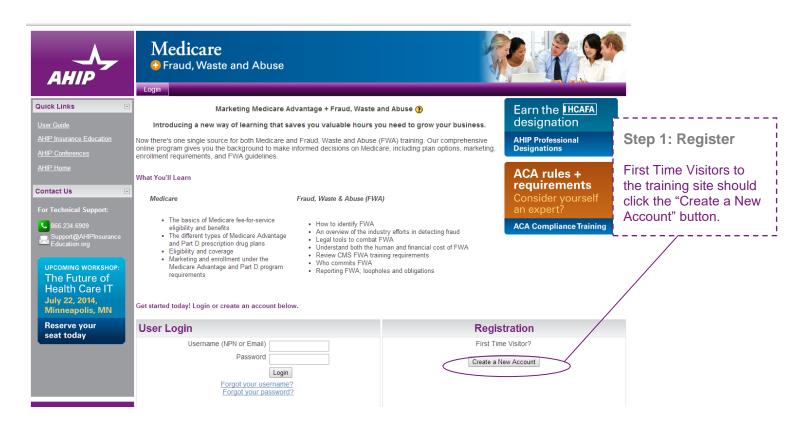


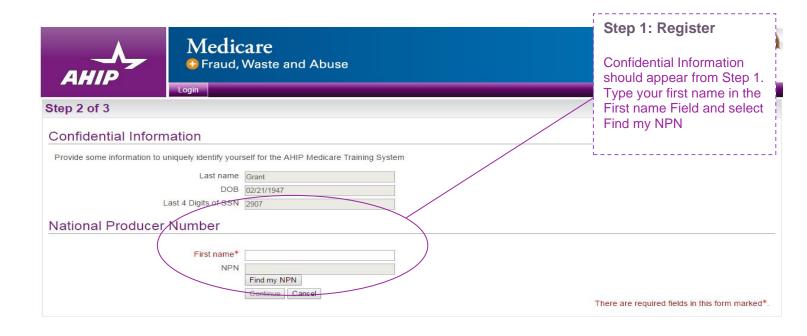


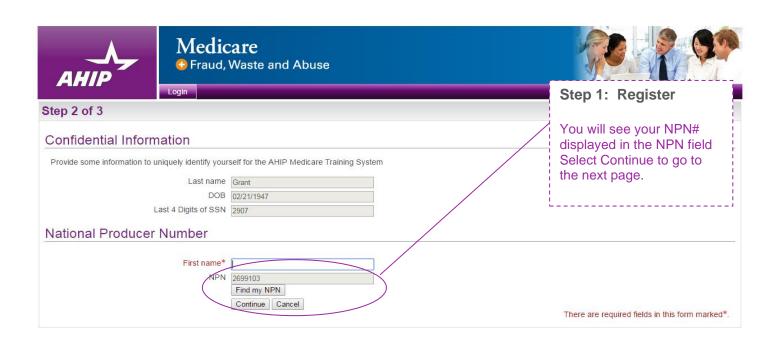
AHIP Online Medicare Training Course User Guide

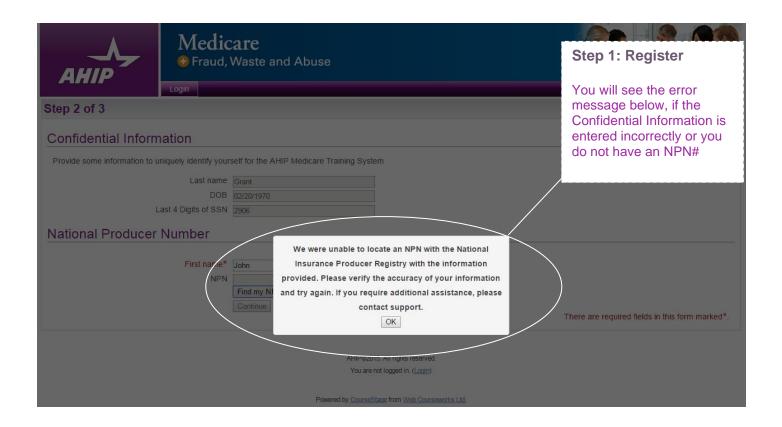
This guide will help you to navigate the online system. You may print this document and use it to assist you in the process.



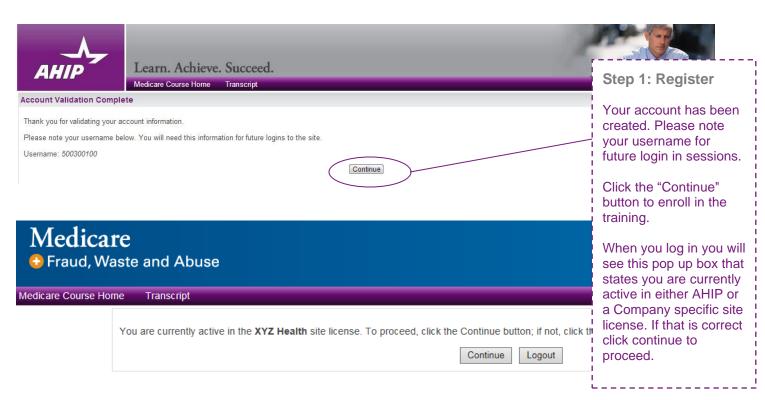


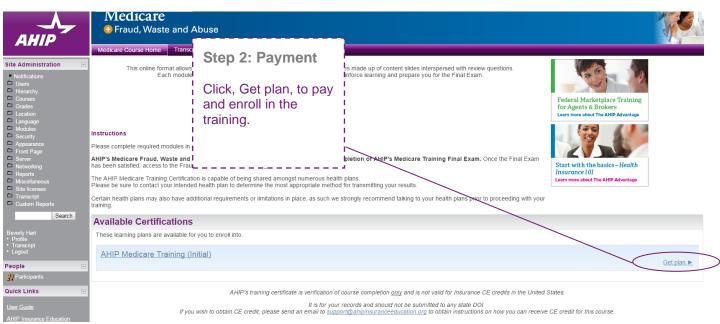


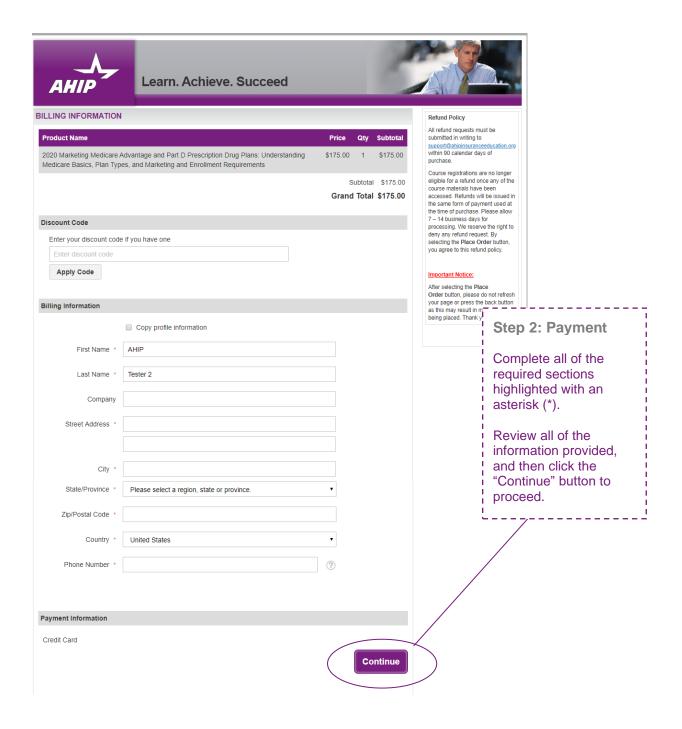




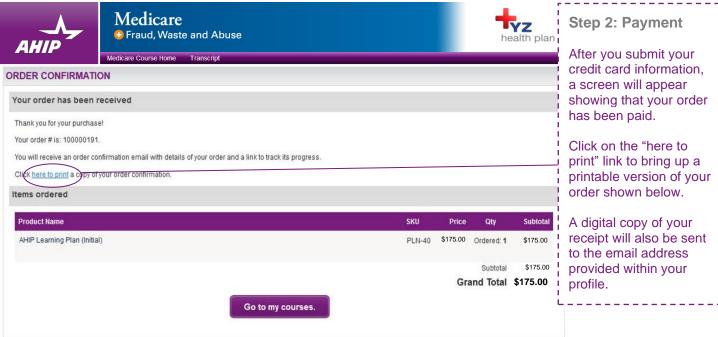
| | | [|
|--|--|---|
| Step 2 of 3 | | Step 1: Register |
| | | Complete all of the |
| Confidential Information Provide some information to uniquely identify yourself for the AHIP Medicare Training System | | required sections |
| Last name | | highlighted with an |
| | 04/03/2000 | asterisk (*). If you do |
| Last 4 Digits of SSN | 4905 | not remember your NPN, click the link to |
| National Producer Number | | look up your NPN on |
| Provide your National Producer Number if you have | one. Your NPN will become your username. If an NPN isn't provided your email address will be used as your username. | the NIPR website. |
| NPN* | Click here to lookup NPN on NISP website. | ·, |
| Confirm NPN* | | |
| | Verify NPN | |
| Password | and much beautiful and the section | |
| Provide a password to access the system. The password* | ord must have at least 6 characters | |
| | Enter Password | |
| Confirm password* | Verify Password | |
| Email address | | |
| Provide the mailing address you would like to be read | thed at. This email address will be used for password recovery and as your username if you do not have a National Producer Number. | |
| Email address* | | |
| Confirm email address* | Enter email address | |
| | Verify email address | |
| Personal Information | | |
| Name | | |
| Prefix | <u> </u> | |
| First name* Middle name | | |
| | Christian | |
| Suffix | Ĭ. | |
| Designation Additional information | • | |
| Company name | | |
| Job title Phone number | | |
| | ı | |
| Mailing Address | | |
| Provide the mailing address you can be reached at. | | |
| Address 1* Address 2 | | |
| City* | | |
| State / Territory* Zip code* | • | |
| · | Enter your five digit zip code | |
| Country | United States | |
| Language | | |
| Indicate your preferred language for taking courses. | | |
| Language | English Select your preferred language | |
| Site Usage Agreements | scieu you premieu anguage | Step 1: Register |
| | | - I |
| Legal terms of service | □ I agree to the Legal terms of service | Review all of the |
| Privacy statement | ~ I agree to the <u>Legal terms of service</u> | information provided |
| | I agree to the Privacy statement | then click the "Register" button. |
| (| Register Cancel | Julion. |
| ' | There are required fields in this form | manked -: |

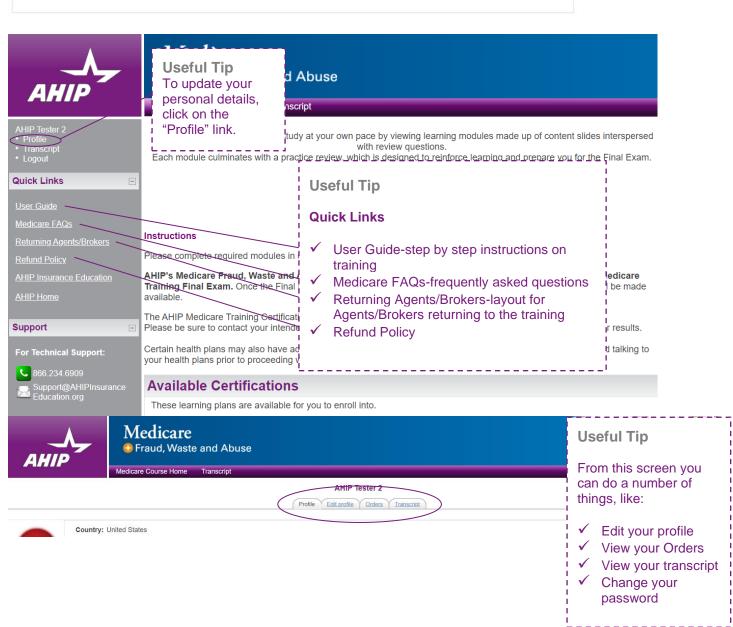
















Step 3: Begin the course

To navigate though the training, click on the "Next" and "Previous" arrows.

To download the slides, click the "Download Slides" link.

Please note you must view 100% of the training material (inclusive of attempting all quizzes) in a part in order to receive completion status.

d text that we can provide dynamically. Any information, links, documents, or references listed here are shared only with your unique population accessing your custom URL

Directions....

Links....



in order to access and complete the Final Exam

nd Abuse Training component requires successful completion of AHIP's Medicare Training Final Exam. Once the Final Exam has been satisfied, access to the Fraud, Waste jailable.

cation is capable of being shared amongst numerous health plans. nded health plan to determine the most appropriate method for transmitting your results.

dditional requirements or limitations in place, as such we strongly recommend talking to your health plans prior to proceeding with your training.

must WGW Recertification)

system

mpting

course sy

court in

GW Recertification)

S. (i) - Overview of Medicare Program Basics: Choices: Eligibility, and Benefits

i) - Medicane Health Plans
i) - Medicane Part D. Prescription Drug Coverage
i) - Medicane Part D. Prescription Drug Coverage

2018 - Part A (VGW) - Anadeling Medicare Advantage and Part D Plans

2018 - WGW) - Final Exam

Complete

2018 (WGW) - Final Exam

Course symbol key

Locked (inaccessible)

Available, Unstarted
In progress
Complete passed
Complete failed
Recommended

Course symbol key



Learning Objectives

AHIP Fraud, Waste & Abuse Training (WCW)

2018 (WCW): Nondiscrimination Training
2018 (WCW): Fraud, Waste, and Abuse Training
2018 (WCW): General Compliance Training

- After reviewing "Part 1: Medicare Program Basics" you will be able to explain:
 - The different ways to get Medicare;
 - o Entitlement to Original Medicare;
 - Medicare premiums;
 - Eligibility for Medicare Advantage and prescription drug plans;
 - · Help for beneficiaries with limited income;
 - o Original Medicare benefits;
 - o Combining original Medicare and Part D; and
 - Medigap coverage.

Step 3: Begin the course

To access the course material, please click on one of the links for the various Parts.

As you move through the training, the status of each part will be reflected in the box to the left of the Part.

Click on the "Course symbol key" link for more information.

Once you have green checkmarks next to all AHIP Medicare Training (WCW Recertification) required parts, you will be able to take the Final 2018 - Part 1 (WCW) - Overview of Medicare Program Basics: Choices, Exam. 2018 - Part 2 (WCW) - Medicare Health Plans To access the exam, 2018 - Part 3 (WCW) - Medicare Part D: Prescription Drug Coverage click on the "Final 2018 - Part 4 (WCW) - Marketing Medicare Advantage and Part D Plans 2018 - Part 5 (WCW) - Enrollment Guidance Medicare Advantage and Part Exam" link. 2018 (WCW) - Final Exam AHIP Fraud, Waste & Abuse Training (WCW) 2018 (WCW): Nondiscrimination Training 2018 (WCW): Fraud, Waste, and Abuse Training 2018 (WCW): General Compliance Training Step 4b: Final Exam Medicare 🕀 Fraud, Waste and Abuse If you would like CE credits, click on the "Yes, I want to apply for This AHIP training program qualifies for CE credits in most states (additional fees apply). If you wish to apply for CE CE credits" button. credit you must apply before taking the final exam. Yes, I want to apply for CE credits. No, take me to the final exam. Otherwise, click the "No, take me to the final exam" button to proceed and skip to Step 4i of these instructions. Medicare Fraud, Waste and Abuse Step 4c: Final Exam Medicare Course Home Transcript Credit selection If you clicked on the "Yes, I want to apply for Step 1 of 6: Choose your Resident State CE credits" button. States that require a monitoring affidavit are marked with a *. select the box next to

Oregon

Pennsylvania *

Rhode Island *

☐ South Dakota

□ Tennessee

■ Vermont *

■ Virginia *

■ Wyoming *

☐ West Virginia *

□ Texas

Utah

■ South Carolina *

the state(s) for which

receive credit. Then

click the "Next Step"

you would like to

button.

Next step

Louisiana

Maryland

☐ Mississippi *

Missouri 3

□ Nevada *

□ Nebraska *

■ New Hampshire

North Carolina *

North Dakota

Ohio

■ New Jersey *

■ Massachusetts *

AHIP Medicare Training (WCW Recertification)

Alabama *

Arizona *

Arkansas *

Colorado *

Delaware

Florida

Idaho

□ lowa *

Cancel

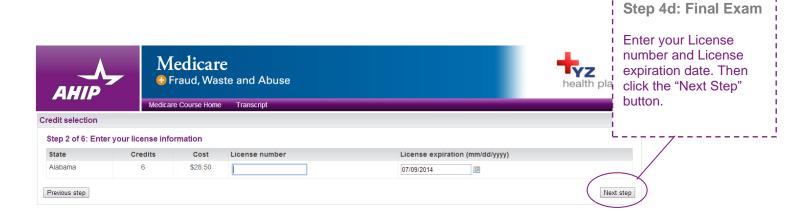
Georgia *

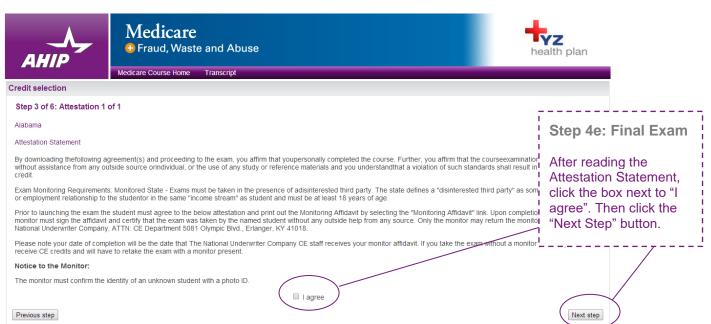
☐ Kansas *

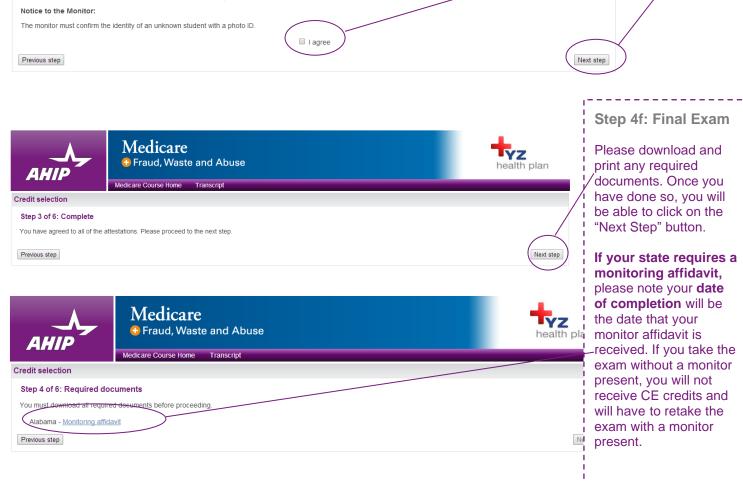
■ Connecticut *

☐ District of Columbia *

Step 4a: Final Exam









Step 4 of 6: Required documents

You must download all required documents before proceeding.

Alabama - Monitoring affidavit

Previous step

Step 4g: Final Exam

When you have agreed to all necessary attestation statements, click the "Next Step" button.





Medicare 🕒 Fraud, Waste and Abuse

Final Exam

The Final Exam consists of fifty (50) randomly selected questions from all five (5) Parts of the training modules. You (90%) passing grade for successful completion

You will have the opportunity to take the Final Exam three (3) times as part of your enrollment package. If you fail you will be required to re-enroll and purchase another set of 3 attempts before proceeding. Upon re-enrollment, you will training modules before gaining access to the Final Exam again. Please be aware that some companies may wish to ke required to pass the exam. To view your attempt history, please click on Transcript in the left navigation.

Each Final Exam attempt/submission must be completed within one 2-hour sitting. The following scenarios represent count against the 3 included in your enrollment

- Beginning the Final Exam and allowing the timer to expire will result in an automatic submission
- · Clicking the Submit button to submit your answers to the questions

Note: Simply closing the Final Exam window does not count as an attempt/submission. If you close the wind you will need to re-start the exam.

If you are a **re-certification user**, it is strongly recommended that you review Parts 1-3 before taking the <u>course</u> - recommended and required.

Attempts allowed: 3

Grading method: Highest grade

Time limit: 2 hours

Attempt quiz now

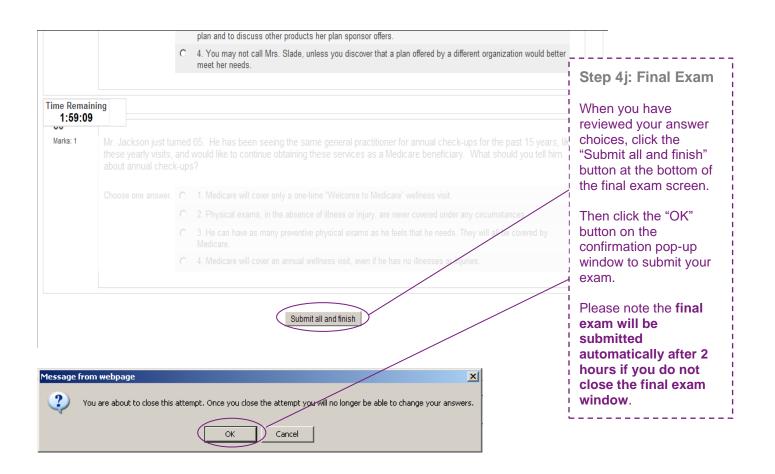
Step 4i: Final Exam

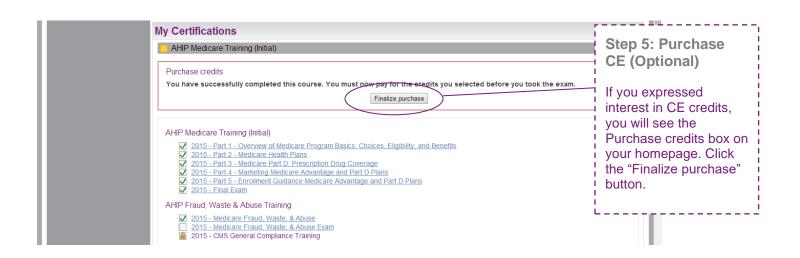
Next step

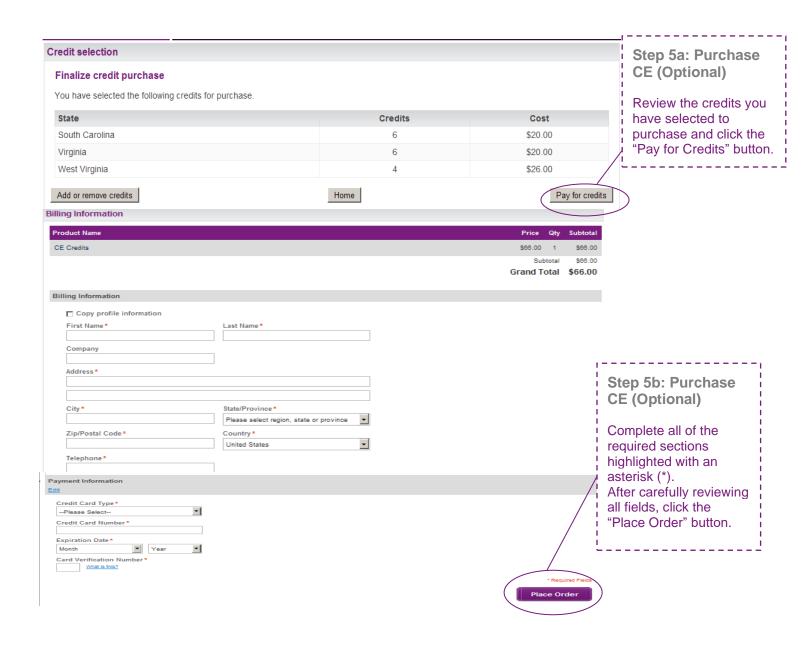
The final exam consists of fifty (50) randomly selected questions that cover all five portions of the training.

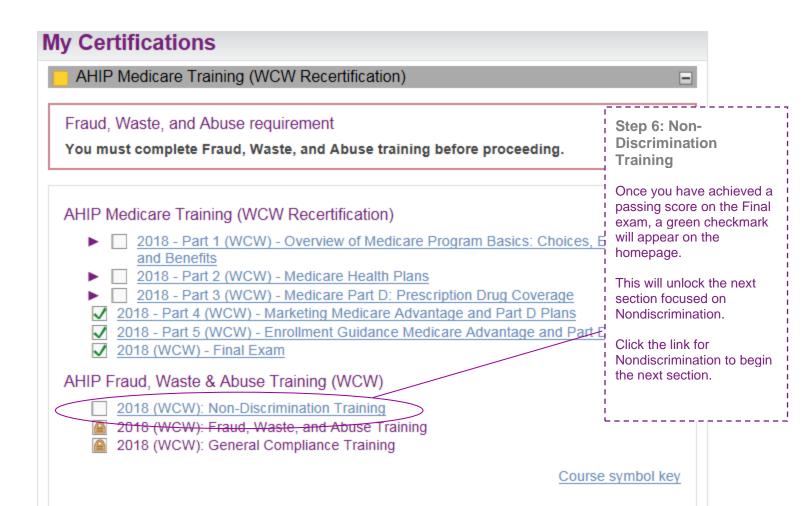
Each attempt has a two-hour time limit which a user must be prepared to sit for in a single continuous period.

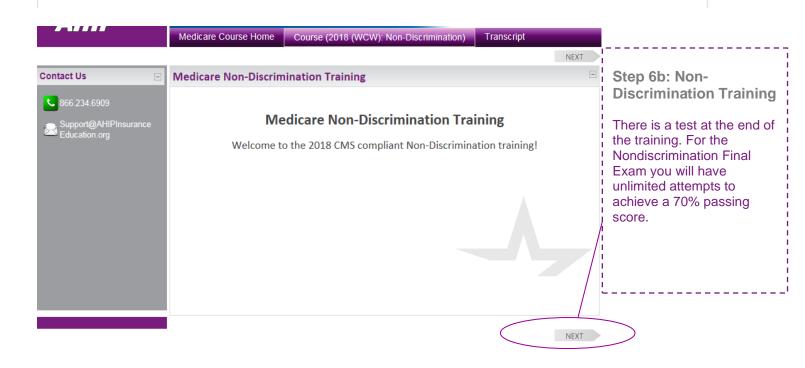
Click the "Attempt quiz now" button when you are ready to take the final exam.





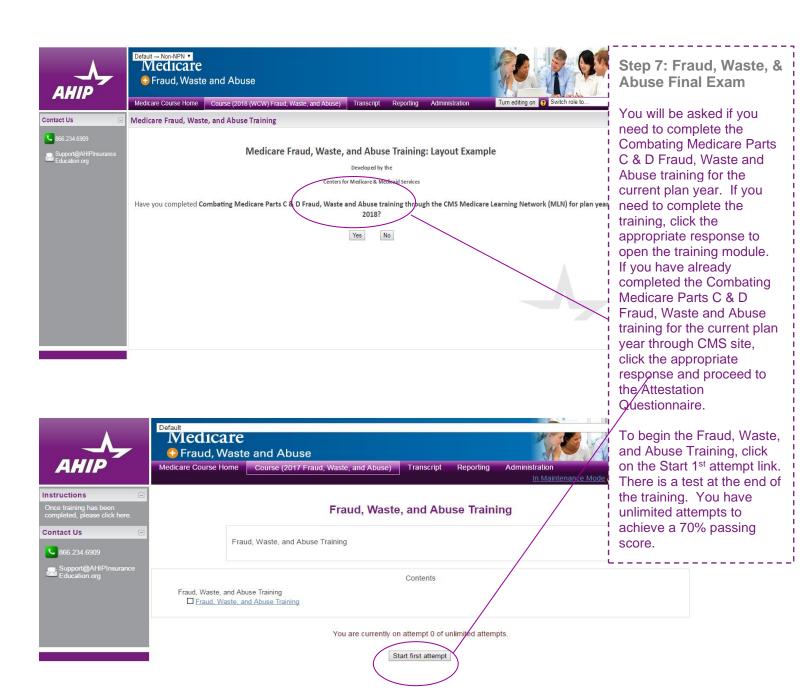














AHIP Medicare Training (WCW Recertification)

Fraud, Waste, and Abuse requirement

You must complete Fraud, Waste, and Abuse training before proceeding.

AHIP Medicare Training (WCW Recertification)

- ▶ 2018 Part 1 (WCW) Overview of Medicare Program Basics: Choices, Eligibility, and Benefits
- ▶ 2018 Part 2 (WCW) Medicare Health Plans
- 2018 Part 3 (WCW) Medicare Part D: Prescription Drug Coverage
- ✓ 2018 Part 4 (WCW) Marketing Medicare Advantage and Part D Plans
- ✓ 2018 Part 5 (WCW) Enrollment Guidance Medicare Advantage and Part D Plans
- ✓ 2018 (WCW) Final Exam

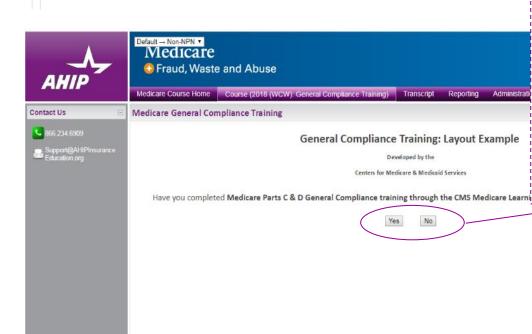
AHIP Fraud, Waste & Abuse Training (WCW)

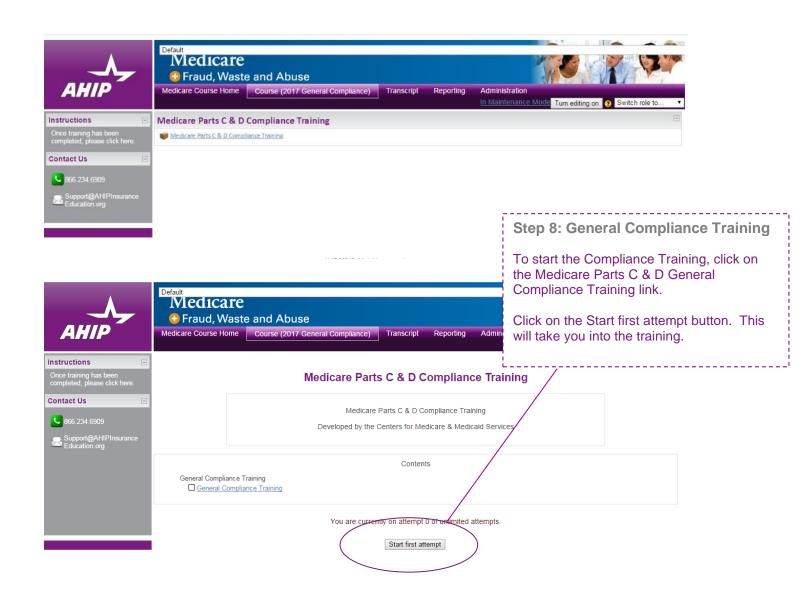
- ✓ 2018 (WCW): Non-Discrimination Training
- 2018 (WCW): Fraud, Waste, and Abuse Training
 - 2018 (WCW): General Compliance Training

Step 8: General Compliance Training

Begin the Medicare Parts C and D General Compliance training after you have completed the Fraud, Waste, and Abuse training. The link to the Compliance Training will be unlocked. Click on the link to begin.

You will be asked if you need to complete Medicare Parts C and D General Compliance training. If you need to complete the training click the appropriate response to open the training module. If you have already completed Medicare Parts C and D General Compliance training for the current plan year through CMS site, click the appropriate response and proceed to the Attestation Questionnaire.





My Certifications Completion Transmission Test sending results to a system **Step 9: Completion** Click, "AHIP Medicare Certification," to access your certificate of completion for AHIP's AHIP Medicare Training (WCW Recertification) Medicare Training. ▶ ☐ 2018 - Part 1 (WCW) - Overview of Medicare Program Basics: Choices, Eligibility, and Benefits 2018 - Part 2 (WCW) - Medicare Health Plans 2018 - Part 3 (WCW) - Medicare Part D: Prescription Drug Coverage ✓ 2018 - Part 4 (WCW) - Marketing Medicare Advantage and Part D Plans ✓ 2018 - Part 5 (WCW) - Enrollment Guidance Medicare Advantage and Part D Plans ✓ 2018 (WCW) - Final Exam AHIP Fraud, Waste & Abuse Training (WCW) ✓ 2018 (WCW): Non-Discrimination Training 2018 (WCW): Fraud, Waste, and Abuse Training ✓ 2018 (WCW): General Compliance Training Credits Purchase additional credits. Certification

· AHIP Medicare Certification

Completion TransmissionsXYZ Health (Transmit)



My Certifications ✓ AHIP Medicare Training (WCW Recertification) Completion Transmission Step 9: Transmission Test sending results to a system The AHIP Medicare Training Certification is capable of being shared amongst numerous health plans. Please be sure to contact your intended health plan AHIP Medicare Training (WCW Recertification) to determine the most appropriate method for transmitting your results. 2018 - Part 1 (WCW) - Overview of Medicare Program Basics: 2018 - Part 2 (WCW) - Medicare Health Plans Should electronic transmission to your intended 2018 - Part 3 (WCW) - Medicare Part D: Prescription Drug Cov health plan be available, transmission options will 2018 - Part 4 (WCW) - Marketing Medicare Advantage and Part D be presented. Re-submission of your results, or 2018 - Part 5 (WCW) - Enrollment Guidance Medicare Advantage review of a plan's submission directions, can also ✓ 2018 (WCW) - Final Exam be performed at the bottom of your training (if AHIP Fraud, Waste & Abuse Training (WCW) applicable). ✓ 2018 (WCW): Non-Discrimination Training ✓ 2018 (WCW): Fraud, Waste, and Abuse Training ✓ 2018 (WCW): General Compliance Training

Credits

Purchase additional credits.

Certification

· AHIP Medicare Certification

Completion Transmissions

· XYZ Health (Transmit)