

# Plan Year 2021 Prescription Drug Plans (PDP)

Ready to Sell (RTS) Guidelines



To be Ready to Sell Prescription Drug Plans (PDP) for Mutual of Omaha Rx, the following items are required.

## 1. Contracting

A signed and submitted Omaha Health Insurance Company (OHIC) contract must be on file to sell Mutual of Omaha Rx PDP plans.

- The MGA is responsible to e-mail a signed contract along with the appropriate transmittal form to Mutual of Omaha via [ContractsandAppointments@mutualofomaha.com](mailto:ContractsandAppointments@mutualofomaha.com).

## 2. AHIP Certification OR Mutual of Omaha Rx Compliance Training

All producers wishing to sell Mutual of Omaha Rx PDP plans must successfully complete and pass compliance certification. The Centers for Medicare & Medicaid Services (CMS) requires that any producer and/or entity that wants to sell PDP must complete a Medicare and Fraud, Waste and Abuse training and certification.

Access to all certification and/or training links can be found on the Sales Professional Access (SPA) [www.mutualofomaha.com/broker](http://www.mutualofomaha.com/broker) home page. Scroll down the page to access the appropriate links.

Fulfilling certification requirements can be accomplished in one of two ways:

### 1. Complete and pass the 2021 America's Health Insurance Plans (AHIP) certification

- Access link – AHIP Training
- The normal charge for AHIP certification is \$175; however, a \$50 discount is applied when a producer completes certification via our SPA link making the charge \$125

- Producers are allowed three attempts to pass AHIP certification with a minimum score of 90 percent
- Upon successful completion of the AHIP certification, you need to have your results transmitted electronically to Mutual of Omaha Rx
- Producers who have taken AHIP certification through another carrier and wish to sell Mutual of Omaha Rx PDP plans must have their results transmitted to Mutual of Omaha Rx. Use the "AHIP Training" link on SPA to transmit. You will not need to pay to take the training again

**2. 2021 Mutual of Omaha Rx Compliance Training** is for producers that are only going to sell Mutual of Omaha Rx PDP plans have the option to take this instead of AHIP. *Note, this training is specific to Mutual of Omaha Rx PDP plans and does not act as certification to sell any other PDP plans offered by other carriers.* The Mutual of Omaha Rx Compliance Training is specific to Mutual of Omaha Rx.

- Access link – Compliance and Product Training
- There is no cost to complete the Mutual of Omaha Rx Compliance Training
- To complete this training, producers must have a signed and submitted OHIC contract
- Producers are allowed three attempts to pass the Mutual of Omaha Rx Compliance Training with a minimum score of 90 percent

**MutualofOmaha Rx**

### 3. Mutual of Omaha Rx Product Training

After successfully completing and passing either AHIP or Mutual of Omaha Rx Compliance Training, all producers are also required to take the 2021 Mutual of Omaha Rx Prescription Drug Plan Training.

- Access link – Compliance and Product Training
- There is no cost to complete the Mutual of Omaha Rx Product Training
- To complete this training, producers must have a signed and submitted OHIC contract
- Producers are allowed three attempts to pass the Mutual of Omaha Rx Product Training with a minimum score of 85 percent
- You must click through all the training slides and pass the assessment before training will be considered complete.

**Please Note:** When you access the Compliance and Product Training link, you will see both the 2021 Medicare Compliance Training and the 2021 Product Training on your 'To Do List'. If you have completed the AHIP Certification, the 2021 Medicare Compliance Training is not required. As noted above the 2021 Medicare Compliance Training is an option for producers who are only going to sell Mutual of Omaha Rx and is an alternative to the AHIP certification.

### Notification of Ready to Sell Status for Mutual of Omaha Rx

Upon successful completion of all compliance and product training:

- An appointment notification will be emailed to the MGA notifying them that the producer is ready to sell.
- A welcome packet will be emailed to the producer notifying them that they are ready to sell.

#### Ready to Sell (RTS)

**Becoming Ready to Sell is an annual requirement.** All producers planning to sell Mutual of Omaha Rx PDP plans must certify each plan year they wish to sell. Entities that have a downline selling Mutual of Omaha Rx PDP plans must also certify each plan year. Compensation (including renewal compensation) cannot be paid to producers and/or entities that are not RTS. To be considered RTS, Mutual of Omaha Rx must of record of AHIP certification or Mutual of Omaha Rx Compliance Training as well as Mutual of Omaha Rx Product Training. Producers and/or entities must also be licensed and appointed – as required by each state – as of the application sign date.

### Why Mutual of Omaha

We're invested in your success. We're committed to giving you the products your customers want plus the tools, resources and support you need.

Learn more at [MutualofOmahaRx.com](https://MutualofOmahaRx.com)

## **Broker Express 06/24/20**

### **Subject: Product Training Available**

2021 Part D Product Training Now Available!!

As of June 22, the 2021 AHIP training is available and on June 29, the Mutual Rx Product and Compliance training will be available. You can find the training links on Sales Professional Access (SPA) [www.mutualofomaha.com/broker](http://www.mutualofomaha.com/broker) on the PDP product page.

Go to Products > Medicare Solutions > Prescription Drug Plans > Product Training

#### **AHIP Training**

You can find the AHIP Training and Certification link conveniently located next to the product training on SPA. AHIP training typically costs \$175. But you won't pay that. Mutual has arranged for a \$50 discount when you access your training via Sales Professional Access (SPA) [www.mutualofomaha.com/broker](http://www.mutualofomaha.com/broker).

Upon successful completion of the AHIP Certification, you may have your results submitted electronically to Mutual of Omaha. No need to Fax or mail your certificate, if you completed your assessment through Sales Professional Access (SPA). If you have completed the assessment using another carrier, no problem. You can still have your results transmitted to us by clicking through the SPA link. You will not have to pay or take the assessment again. You will find instructions on the AHIP page. Once completed, if it is more convenient for you, simply mail your 2021 AHIP certification to [seniorhealthsales@mutualofomaha.com](mailto:seniorhealthsales@mutualofomaha.com) and a member from our sales team will get it to the right area.

#### **Product and Compliance Training**

You have two options for completing the Mutual of Omaha Rx Product and Compliance training, available on Sales Professional Access (SPA), beginning June 29, 2020.

1. Take the Mutual of Omaha Rx Product and Compliance training courses. These courses certify you to sell Mutual of Omaha Rx products for 2021. No need to take the AHIP course. (Please note the compliance course is only valid for Mutual of Omaha Rx PDP).
2. AHIP and Mutual of Omaha Rx Product Training course: This training option requires you to complete both AHIP and Mutual of Omaha Rx product training.

Remember, everything you need to become certified to sell our Mutual of Omaha Prescription Drug plan is available now on Sales Professional Access (SPA). If you are wanting to build your block of business by offering Mutual of Omaha's 2021 PDP product, you will first need to become Ready-to-Sell.

There are 3 easy steps to becoming Ready-to-Sell and you can start the process today.

1. Contract to sell Mutual of Omaha's Prescription Drug Plans. Reach out to your upline for assistance.
2. Successfully complete the 2021 America's Health Insurance Plans (AHIP) annual certification course that meets the requirements established by The Centers for Medicare & Medicaid Services (CMS).
3. Successfully complete the 2021 Prescription Drug training course. There is no cost to take the course.

Please contact Producer Services 1-800-867-6843 if you have any questions about contracting.

**June 22, 2020**

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