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National Producer Number: 8008427

FEDERALLY FACILITATED MARKETPLACE (FFM) ENROLLMENT GUIDE

Open enrollment for 2017 begins Nov. 1, 2016, and ends Jan. 31, 2017.

Please note that effective dates will be based on date of enrollment.

Enrollment dates between:

November 1, 2016-December 15, 2016= 1/1/17 effective date

December 15, 2016-January 15, 2017= 2/1/17 effective date

January 15, 2017-January 31, 2017= 3/1/17 effective date

Go to our website at www.booneinsuranceassociates.com and click "Apply Now" and follow the steps outlined below:

- 1. Set up or update your account.** You'll provide some basic information to get started, like your name, and zip code. Click "Continue".
- 2. Fill out or update your online application.** You'll provide information about you and your family, such as income, household size and more. This will help find options that will meet your needs. Choose Medical Plan Type "Health On-Exchange".
- 3. Determine your eligibility.** The premium and subsidy amounts displayed on this screen are estimates only and the actual amounts of subsidy eligibility may differ. Please click the blue "Check Eligibility" button in order to determine your actual eligibility from the Marketplace website. You will be required to create an account within BIA's Quotit system prior to beginning the eligibility process with the FFM. In addition, if you have never created an account on the HealthCare.gov website then you will be required to do so after landing on the FFM site as well. Once you register you should receive a confirmation email in order to verify and activate your account. Once the account is verified, you may log-in and land on your account dashboard where you can choose to Apply or Renew your Eligibility for the coverage year.
- 4. Obtain your eligibility notice.** Once your application is submitted or updated, you can view and print your results. Click "View Eligibility Results" to open a PDF document. You **must** select the "View Eligibility Results" button in order to enable the "Return to Enrollment Website" button on the eligibility screen. **Please note, it is very important that you print or save the Eligibility Notice, then click "Return to Enrollment Website" button.**
- 5. Shop for plans.** You will now be directed back to the Enrollment Website to shop for plans. The site will display all plans for which you are eligible. You can start your shopping experience by selecting an insurance type and a plan for your household. Once you have chosen a plan, click "Add to Cart". From there you can select "View Cart" from the top of the screen and review your plan selection and proceed to checkout. You will be asked to finalize the amount of subsidy you wish to elect when



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completing the enrollment application. Follow the prompts to complete the enrollment process and you are finished. Congratulations! You have found a plan that fits your needs!

- 6. Get Help from your agent.** Should you have questions along the way, your agent is here to help. Once you have set up your account and determined your eligibility, our team at Boone Insurance Associates can help advise you in final plan selection. We offer no cost assistance for plan advice, claims, billing, or benefit questions. Take note of your username and password and contact our office to set up an appointment to meet with an agent that will help you select a plan. **It is very important that you complete Step 4 to obtain your Eligibility Notice before your appointment in order for us to best assist you.**