

the VOICE



Providing qualified Oklahomans with access to affordable health care!

Insure Oklahoma Agent Blast July - 2011

NEW E-MAIL ADDRESS

We have a new e-mail address for the Outreach Team. Please send any inquiries to theteam@insureoklahoma.org.

Outreach Coordinators are available to help you with:

- Educating you on the Insure Oklahoma program and how it works.
- You and your employer groups to help with enrollment.
- Doing presentations for groups such as Chambers, Clubs or anyone else interested in learning more about the Insure Oklahoma program.

ARE YOU A QUALIFIED AGENT?

The **Find an Agent** site went live July 1, 2011. If you would like to know your status on becoming a qualified agent please contact TheTeam@insureoklahoma.org.

- [Find out how to become a qualified agent](#)
- [QA form](#)
- [Agreement for agents](#)
- [Find an Agent](#)
 - Once you have viewed the Find an Agent site and if we need to make any corrections on name, address, company, email, phone or county please notify TheTeam@insureoklahoma.org.

STAFF LISTING PAGE

New employer applications must list ALL employees on the staff listing page. The employees name must be tied to the Employer ID #. If not, the employee will be directed to apply under the individual plan and we will not be able to reimburse the qualified employees.

- Please use the [Employer Change Form](#) to add any employees to staff listing

www.insureoklahoma.org



NO MORE RED INK

When using red ink on your documents, it does not copy. Please use blue or black ink.

SIGNATURES

Agents **cannot** sign employer application, employer change forms, subscriber/employee change forms, etc. All employer documents must be signed by the employer/business owner.

QUALIFIED AGENT TEST

We had many agents ask if they had to attend the 3 hour CE course in order to take the test. If you are unable to attend the CE course and are only available to take the exam you may take the exam from 1:00-3:00. Please notify an AP or IO outreach staff if you are only able to take the test. You are allowed up to 2 hours for the test. Also as a reminder, attending a 3 hour CE course is part of the checklist in order to become a qualified agent. If you did not pass at 80%, you will need to wait 60 days to retake the test.

NEW EMPLOYER APPLICATIONS

When submitting the employer applications, the business owner must have filed and paid a wage report with Oklahoma Employment Security Commission (OESC) to be approved.

