



Broker News

May 13, 2016

Broker Webinar Series

Webinar for May 17, 2016

Topic: **Broker Account Overview**

Tuesday, May 17, 2016: **1:00-2:00pm** EDT

Webinar Link: *click on* — [Join WebEx meeting](#)

Webinar Meeting Number: 738 260 152

Phone Line: 1-877-668-4493, Access code: 738 260 152

NAHU Trainings

RSVP [here](#) for the June 2nd **in-person broker training** held from 12pm to 5pm at the DC Health Link offices.

We have updated the **online policy and systems trainings** to reflect recent policy changes as well as our recently launched enhanced user interface. Access them [here](#).

All new brokers and those approaching recertification must complete either of these trainings. Brokers must recertify every two years.

General Agency Assignments

Brokers can now assign General Agencies to their Small Group clients through the broker portal. Brokers can choose a default GA for all of their groups, or make the assignments individually per group.

This [walkthrough guide](#) provides step by step instructions for assigning a GA.

General Agency Permissions

GAs have the same permission levels as brokers in DC Health Link. Once a GA is assigned to a group, they are able to access the employee and employer accounts through their portal.

Groups Migrating to DC Health Link

More information is available on DC Health Link's [website](#).

ENROLLMENT DEADLINES

[Click here](#)

Small Business Market

Initial Groups

JULY 1 Coverage Effective Date:

- ♦ **JUNE 1** — Last day to complete initial employer application
- ♦ **JUNE 10** — Last day of employee open enrollment period and invoice is sent by email
- ♦ **JUNE 14** — Last day to pay initial premium

Renewal Groups

JULY 1 Coverage Effective Date:

- ♦ **JUNE 10** — Last day to complete employer renewal application
- ♦ **JUNE 13** — Last day of employee open enrollment period
- ♦ **Premium Payments** — Continue to pay monthly invoice as received by mail

Check out [these walk through guides](#)

<https://dchealthlink.com/forms>

We have [new walkthrough guides](#) for groups migrating to DC Health Link from the carriers!