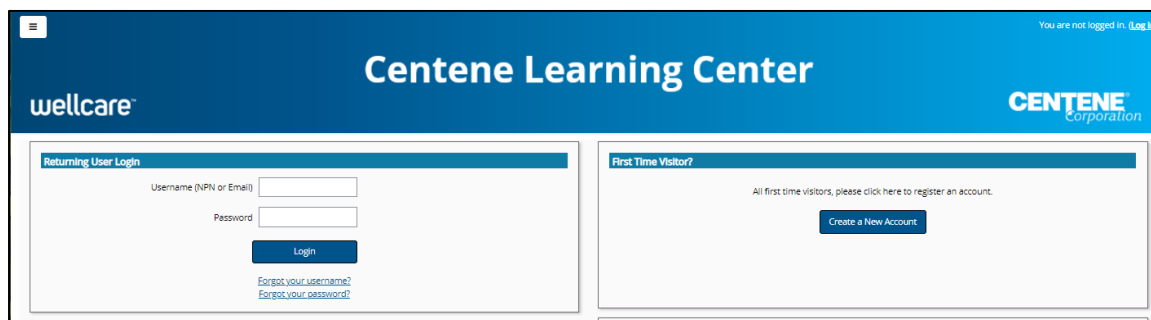


#### Purpose:

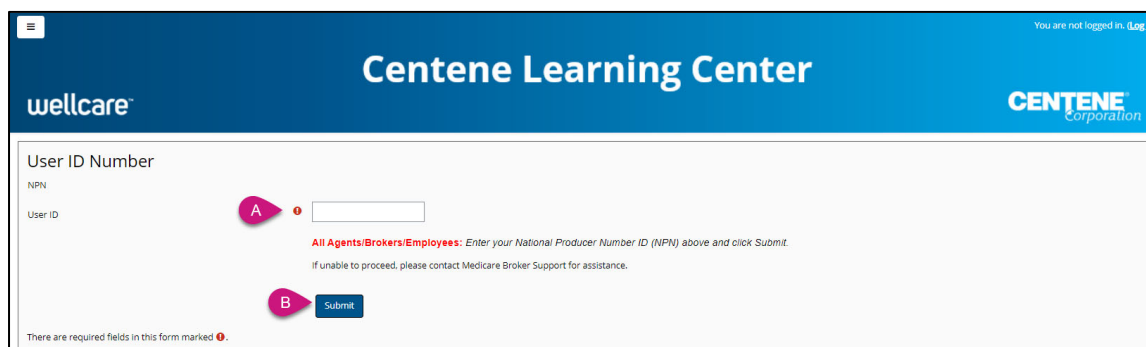
To help navigate through the process of accessing America's Health Insurance Plans (AHIP) Medicare Training and Wellcare Annual Certification Training (ACT) through the Centene Learning Center (CLC) training site.

#### Access AHIP Medicare Training

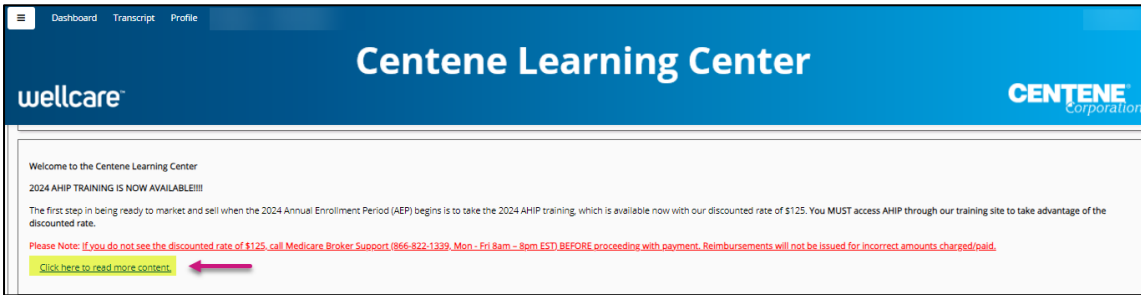
1. Log onto the CLC training site at <https://wellcare.cmpsystem.com> to access AHIP Medicare Training, and follow these steps:
  - **Returning Users:** Enter your Username and Password and select **Login**.



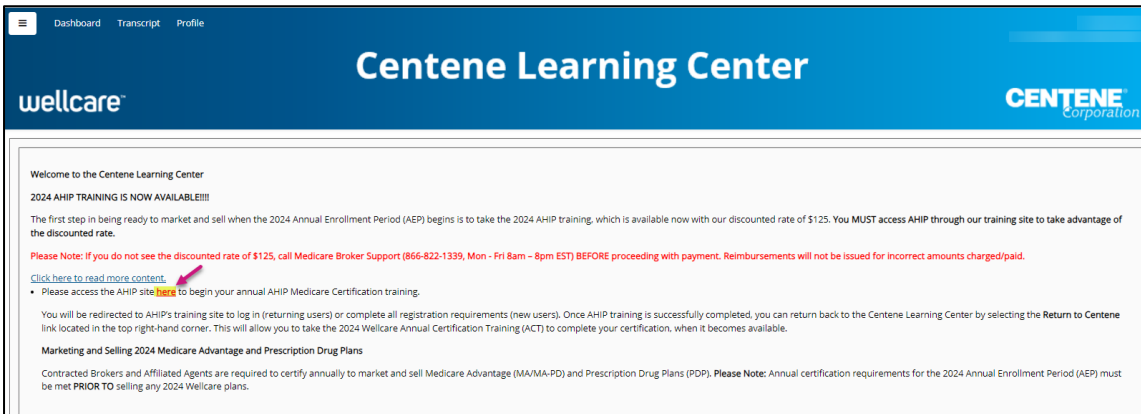
- **First Time Visitors:** Navigate to the webpage's **First Time Visitor?** section and select the Create a New Account link. Follow the screen instructions to complete the CLC training site registration process for first time users:
  - A. **All Agents/Brokers/Employees:** Enter your National Producer Number ID (NPN).
  - B. Select **Submit** to continue.



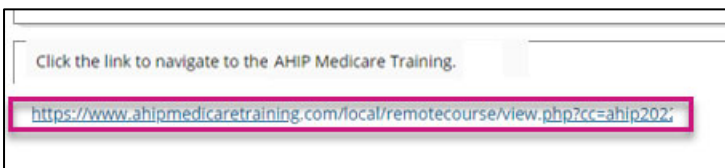
2. Once on the CLC's Dashboard page, select the **Click here to read more content** link to expand the section. This is located under the **Welcome to the Centene Learning Center** section of the page.



3. Once the section is expanded, select the wording **here** to proceed to the AHIP Site.

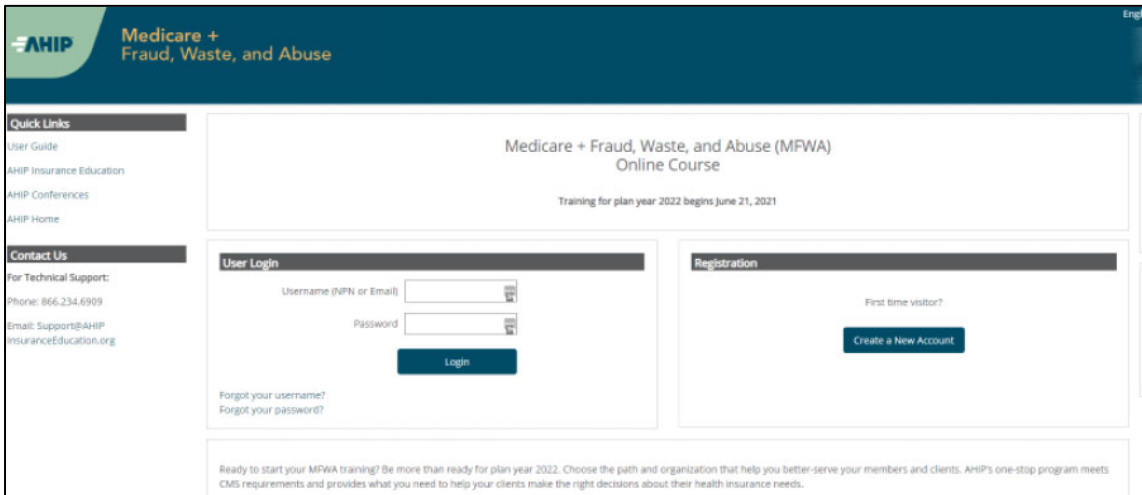


4. Select the link to be directed to the AHIP site to access AHIP Medicare Training.



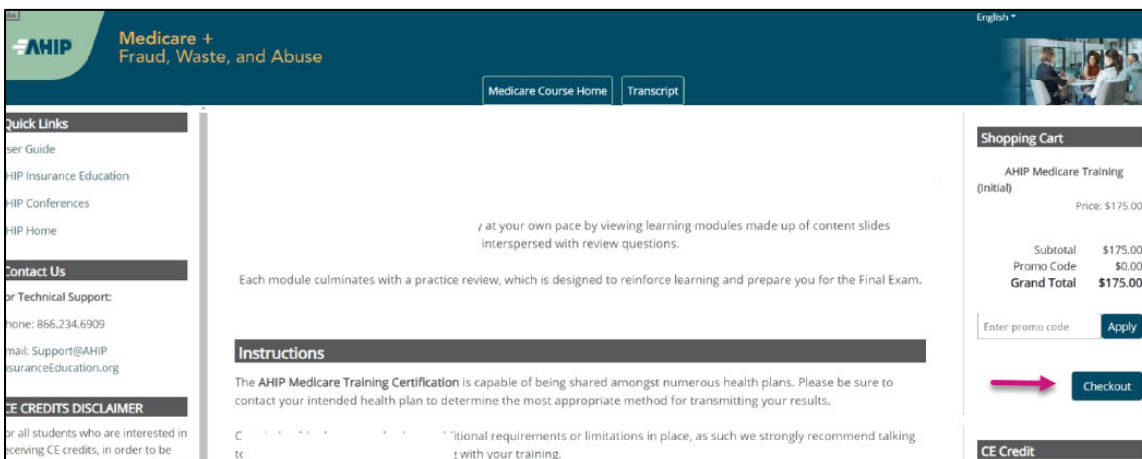
5. Log onto the AHIP site by following these steps:

- **Returning Users:** Enter your Username (email address or NPN) and Password and select **Login**.
- **First Time Visitors:** Navigate to the webpage's **Registration** section and select the Create a New Account link.



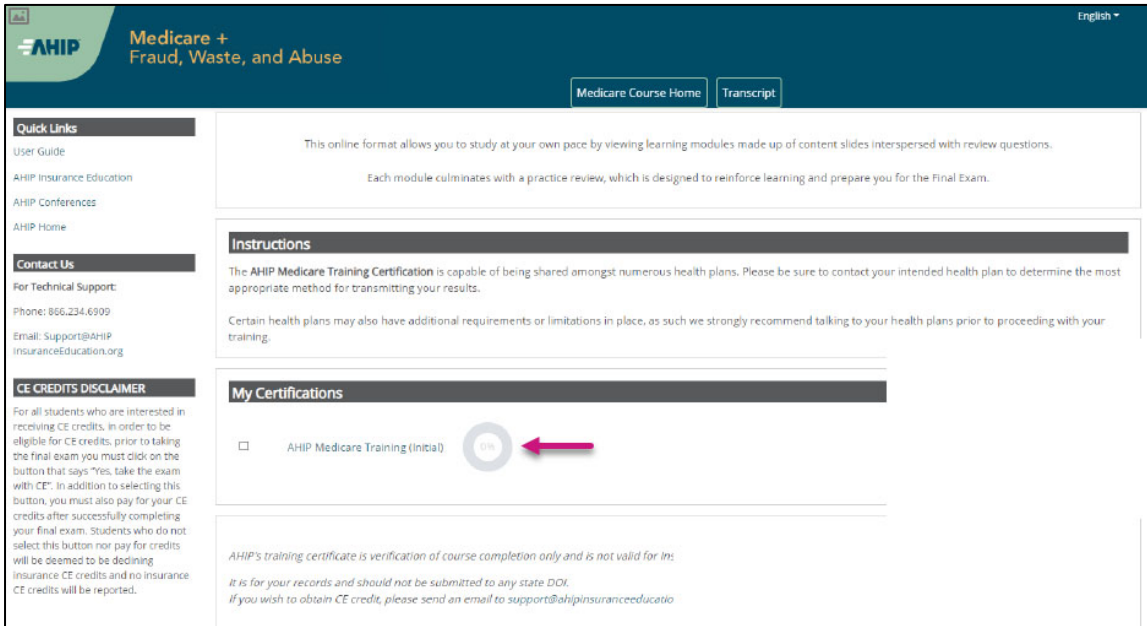
6. Follow the screen instructions to complete the AHIP site registration/validation process for both first time visitors and returning users.

7. When routed to AHIP's Dashboard page, select the **Checkout** button located on right side of the page to proceed to the Billing Information page to purchase the AHIP training fees.

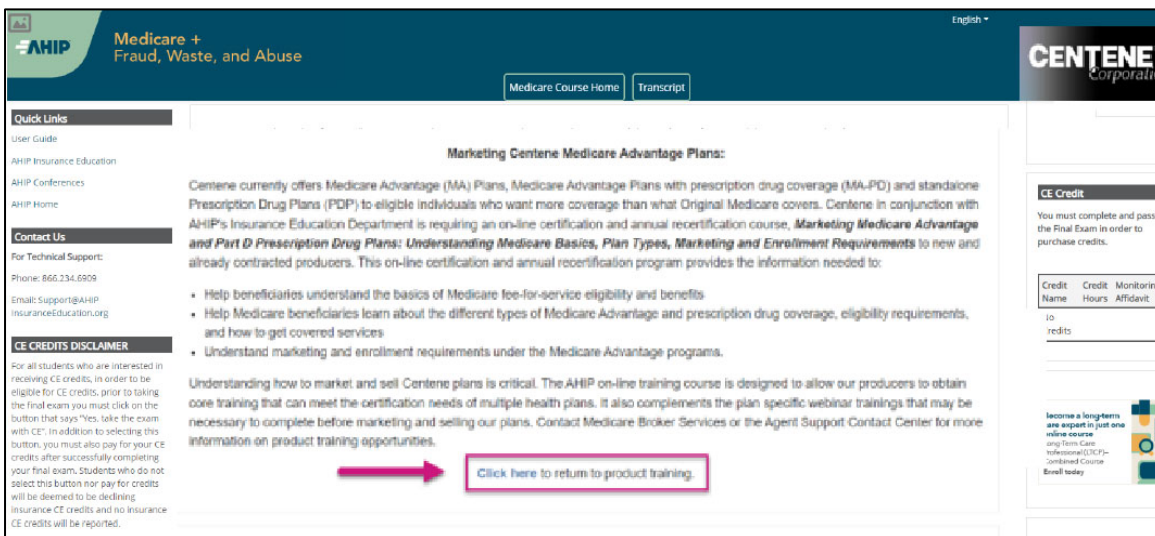


**Note:** If you do not see a discounted rate applied on the **Billing Information** page, **DO NOT** proceed with payment. Contact Medicare Broker Support for assistance.

8. Once the billing transaction is complete, select the **Go to my courses** button to be routed back to AHIP's Dashboard page to complete your AHIP Medicare Training.
9. In the **My Certifications** section on the AHIP Dashboard page, you will find assigned training. Select the **AHIP Medicare Training (initial)** link to continue.



10. Once the AHIP Medicare Training and testing have been successfully completed through AHIP, you may transmit your training results at this time.
11. If you want to return to the CLC training site, select the **Click here** link to return to product training. link on the AHIP Dashboard page. By returning to the CLC training site, you will be able to access the Wellcare ACT courses (if available) to proceed with certification training.



## We're Here to Help!

If you have any questions, concerns or need assistance with any of the instructions provided pertaining to the Centene Learning Center, please feel free to contact Medicare Broker Support.

**Centene Learning Center:** [wellcare.cmpsystem.com](https://wellcare.cmpsystem.com)

Medicare Broker Support

For all health plans:

**Phone:** 1-866-822-1339

**Hours:** Monday – Friday, 8:00 a.m. - 8:00 p.m. ET (excluding holidays)

If assistance is needed pertaining to the **AHIP Training Site**, please contact AHIP's Technical Support department. Centene Medicare Broker Support will be unable to assist with any AHIP site questions and/or issues.

**AHIP Training Site:** [ahipmedicaretraining.com](https://ahipmedicaretraining.com)

Technical Support

**Phone:** 866-234-6909

**Email:** Support@AHIPInsuranceEducation.org