

# **Your Guide to Doing Business With**



#### **HOW TO GET CERTIFIED**

Starting on June 11, new agents can begin certifying to sell 2018 Humana products. Returning agents can begin the certification process starting June 18.

To check your certifications, log in to Vantage, Humana's Agent Portal, by visiting https://www.humana.com. Click "Licensing, Certification & Contracts" (on the left just below the welcome message) and then choose "Certifications" on the side menu to the left. Here you can view, renew, or get certifications.



#### **Order Supplies**



### **HOW TO ORDER SUPPLIES**

Quickly and easily order supplies through Tidewater Management Group by giving us a call at 888-622-9122 or by filling out this form: https://www.tidewatermg.com/order-supplies-2/.

You can also order your supplies from Humana by searching for the materials you need under "Sales & Marketing" on the Vantage welcome page. Here you can order Medicare sales materials, view presentation videos, download PowerPoint presentations and brochures, and get customizable You can also download the Med Supp Agent Guidebook, a customized materials catalogue, and a Medicare document library.

#### WHERE TO ACCESS ELECTRONIC APPLICATIONS

To access Humana's electronic applications, look under "Quote & Enroll" on the Vantage welcome page. In this section you will be able to enter online enrollment, access MAPA downloads, view the statuses of applications, and more.





#### **HOW TO CHECK YOUR COMMISSION STATUS**

You can find your commission status by looking under "Commissions" on the Vantage welcome page. Next click "Commission Statement Portal," the first option in this section.

This takes you to your compensation statements where you can view your commission statements, specialty bonus statements, leaders club statements, commission tier, prior statements, etc.

## **HUMANA'S FAX NUMBER**

877-889-9936