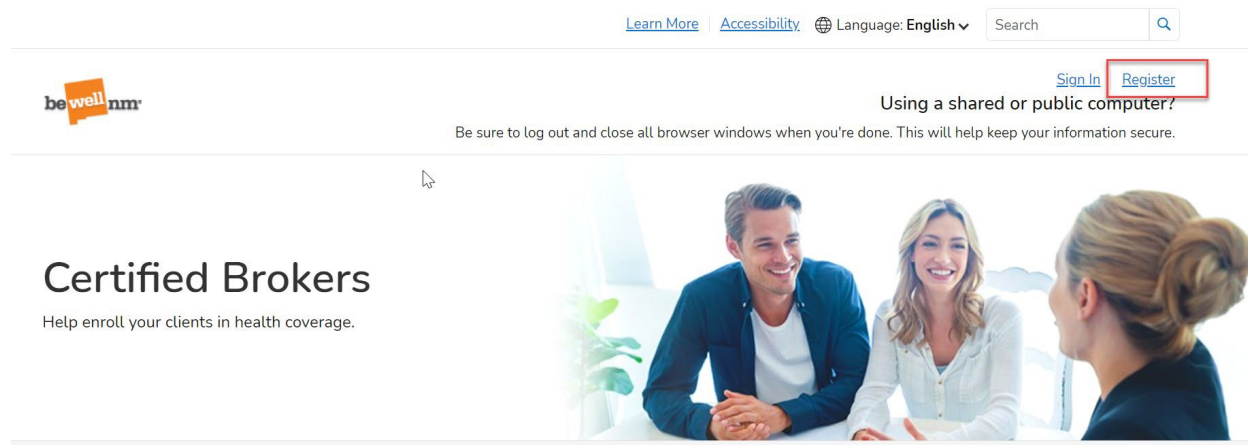


## Initial Steps for Brokers Community

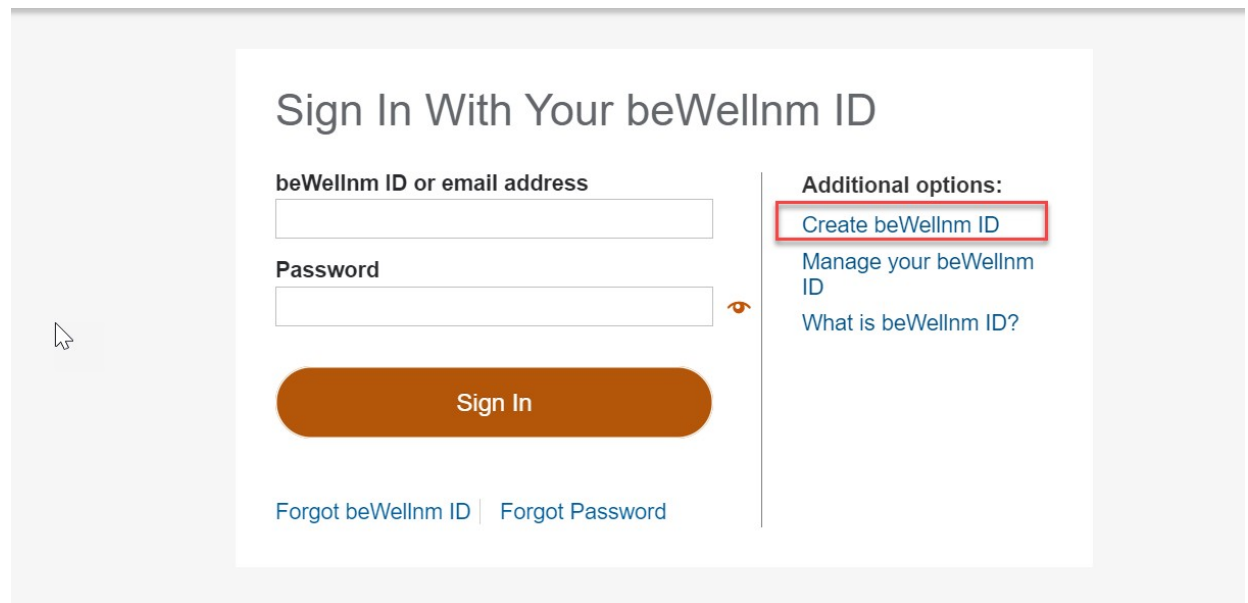
1. Access Link

<https://getcovered.bewellnm.com/broker/>

2. Click “Register”



3. Click “Create beWellnm ID”



## 4. Enter all fields and click “I Agree”.

### Create beWellnm ID

beWellnm ID securely manages your account so that you can use one beWellnm ID and password to sign in to all integrated applications.

ⓘ Already have beWellnm ID? [Sign in now](#)

#### Profile Information

First name

Last name

Date of birth  
  
mm-dd-yyyy

#### Sign In Information

Your email address

Create beWellnm ID  
 ⓘ

Your beWellnm ID must have:

- 6 to 50 characters
- At least one letter
- No spaces
- No letters with accents

Create password  
 ⓘ

Your password must have:

- Between 8 and 100 characters
- At least 1 uppercase letter
- At least 1 lowercase letter
- At least 1 number
- At least 1 special character

Type password again  
 ⓘ

You must agree to the [Terms of Use](#) and [Website Privacy Policy](#) to use the beWellnm ID service. If you do not agree, click Cancel and do not use any aspect of the beWellnm ID service.

## 5. Verify email address

### Next Step: Verify Your Email Address

1. **Check your email inbox** (joh\*\*\*\*\*ix@mailinator.com) for a message from beWellnm ID (noreply@login.bewellnm.com).
2. **Click on the activation link** in the email or [enter the 10-digit activation code](#).

---

Still waiting for your activation code? [Resend email](#) or [update email address](#)

If you don't see it, check your junk or spam folders. You may need to resend the message or add our address to your approved senders.

If you'd like assistance, contact support at 1-833-862-3935 (TTY: 711)

## 6. Activate beWellnm ID

Check your email and select "Activate beWellnm ID"



### Your beWellnm ID

[Activate my beWellnm ID](#)

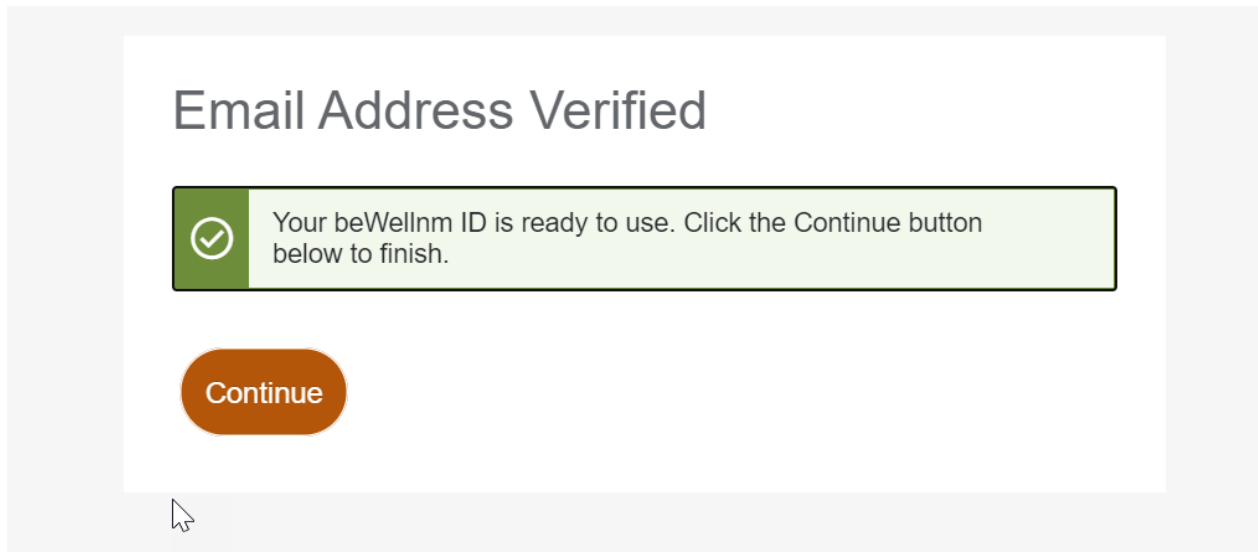
If you prefer, copy this 10-digit code [redacted] and paste it into the box for the activation code on the Activate Your beWellnm ID page.

If you did not request an activation link or code, or if you have questions about setting up an beWellnm ID, contact us at 1-833-862-3935 (TTY: 711).

Thank you,

beWellnm ID

7. Click “Continue” on email verification message



8. Click “I Agree”

User will land on “Profile screen”

## Share My beWellnm ID

Using your beWellnm ID to sign in to NMHIX-Broker-Portal means that NMHIX-Broker-Portal uses your beWellnm ID account information to verify your access. We share this information with NMHIX-Broker-Portal :

- beWellnm ID
- Name
- Date of birth
- Email address

By clicking I Agree,

- You give beWellnm ID permission to share your account information with NMHIX-Broker-Portal;
- You acknowledge that your account information is being provided to NMHIX-Broker-Portal and it is subject to the NMHIX-Broker-Portal privacy policy; and
- You acknowledge that the NMHIX-Broker-Portal privacy policy may be different from the beWellnm ID privacy policy.

I Agree

Decline

## 9. Profile Screen

Enter the information on the “Profile screen” and click “Create Profile”

**be well nmr** [Sign In](#) [Register](#)

Using a shared or public computer?  
Be sure to log out and close all browser windows when you're done. This will help keep your information secure.

### Profile

*When you see an asterisk (\*), you must complete the field.  
When you see an ⓘ, hover or roll over it with your mouse or select it by pressing the Tab key on your keyboard to get the definitions and learn more.*

Please select the role type you would like to perform. \* ⓘ

Agency  Broker

#### Broker Information

National Producer Number (NPN) \*

---

#### Basic Information

First Name *	Middle Name	Last Name *	Suffix
John		Doe	Suffix <span>▼</span>

Email Address *	Username *
johndoenmhix@mailinator.com	johndoenmhix

Social Security Number *	Date of Birth (MM/DD/YYYY) *

Spoken Languages \*  
Select one or more ▼

Home Address

Street Address \*

---

APT/Unit #

---

City \*

ZIP Code \*

County \*

State

---

---

County



---

Mailing Address

Select if it is the same as Home Address

Street Address \*

---

APT/Unit #

---

City \*

ZIP Code \*

County \*

State

---

---

County



---

Contact Details

Phone Number \*

Extension

Phone Type

---

---

Cell



Fax Number

---

Create Profile

## 10. Address Standardization (Last Step)

Select the address of your choice in USPS Address standardization and click “Continue”.

Click Continue, you will be asked several questions in support of the Identify Proofing process. Once you have successfully completed the ID Proofing, you will see a Verification Pending screen, this is in support of the final step to merge your healthcare.gov book of business to you in your new beWellnm Broker Portal. This step will begin, on September 20<sup>th</sup> beWellnm **will notify you once completed**, and will advise you to access your portal in support of your existing 2021 HC.gov book of business.

**In addition, it's extremely IMPORTANT that you do NOT enter any new clients into the portal until October 1<sup>st</sup>.**



September 10<sup>th</sup>, 2021

Pending Verification-beWell | Meeting | Microsoft Teams

getcovered.bewellnm.com/broker/pendingVerification

Apps | Payroll Timesheets | New Tab | https://nmhealth.h... | 10 Steps For Succes... | Agent and Broker P... | Email Details | Southwest Airlines... | NMHIX-Share File | CRM Software CRM... | Reading list

Sharing this tab to teams.microsoft.com | Stop sharing | View tab: teams.microsoft.com

Learn More | Accessibility | Language: English | Search

bewellnm | Maureen (Broker) | Sign Out

## Pending Verification

Your profile information is being verified. You will not be able to access further portal functionalities until your profile information is verified successfully.

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