



Get Covered Illinois Producer Program Registration Instructions

The Producer Training Program for Get Covered Illinois (GCI) has been designed to provide agents and brokers with information about the ACA implementation specific to Illinois. This training will count as two hours of Continuing Education (CE) Credits with the Illinois Department of Insurance. The training consists of two on-line modules, each estimated to take an hour to complete. The two modules will cover background information on GCI, the Consumer Assistance Program, planning for the up-coming Open Enrollment Period and eligibility information about Medicaid in IL.

Online Training Registration:

- The on-line training registration site access for GCI Producers is: www.publichealthlearning.com;
- To log-in to the site, please click onto *Login* in the upper right hand corner of the screen;
- To register, click on *Create New Account* on the right side of the screen at the bottom of the section titled “*Is this your first time here?*”
- First, create your own Username and Password. Please note that the password must have at least 8 characters, which should include at least one number, at least one lower case letter and at least one upper case letter;
- Provide all the information requested in the required fields marked with an *. After you have finished all the required fields, please click on *Create My New Account* at the bottom of the page to proceed;
- On the next page, click on *Course Offerings* in the top left tab;
- This process takes you to a page that indicates *Course Categories* at the top. Go down the list to the course called *GCI Producer Program Training* and click on that course name to access the page with instructions for completing the training activities.

After completion of the training, please undertake all the items in the following 2 steps to enroll in this program:

- 1) Please open the other attachment contained in the accompanying email (that encloses this document), which is the “GCI Search Tool Contact Form” and fully complete the entire page. Once this form is complete, please “save” it to your computer’s desktop or one of your selected computer files;
- 2) Please then send an email to your contact person, Jim Norris, at james.norris@illinois.gov with the subject line of the email listed as (Last name, First name, NPN #). In the “body” of your email, *please indicate that you will either assist Medicaid-eligible consumers with completing an ABE Application or refer them to Navigators*. In addition, your email should contain the following four (4) documents:
 - a. Your GCI Producer Training Certificate (*or if not yet available*, copies of the 2 quizzes you had just taken);
 - b. Your up-to-date FFM Registration Certificate;
 - c. Your Illinois License copy;
 - d. A copy of the completed GCI Search Tool Contact Form that you just “saved” to your computer.

Please note: The answers to the search tool form will be consumer-facing, so the more thoroughly that form is completed, the greater the marketing benefit for you, as the individual producer. Of special importance to consumers is your business website and e-mail address. Thanks for your interest to participate in this program!