

How to: Get appointed to sell Cigna + Oscar

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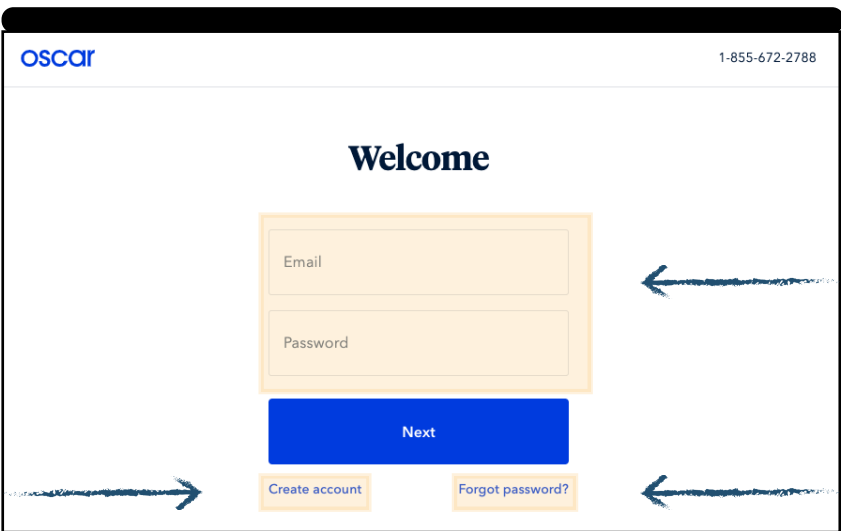
We've partnered to bring together **Cigna's national provider networks** and **Oscar's member-focused experience** to deliver small group health insurance that understands the unique needs of small businesses and their employees.

It's easy to get appointed to sell Cigna + Oscar plans! Just follow the steps below.

Step 1: Create an account or log in to the **Oscar Broker Portal** at business.hioscar.com.

The Oscar Broker Portal is where you'll **do business** with Cigna + Oscar. The Oscar Broker Portal is your one-stop-shop for:

- Getting appointed in any Cigna + Oscar state
- Quoting and enrolling clients to Cigna + Oscar plans
- Updating your personal and payment information
- Viewing and downloading commission statements



The screenshot shows the Oscar Broker Portal login page. At the top left is the 'oscar' logo, and at the top right is the phone number '1-855-672-2788'. The main heading is 'Welcome'. Below it are two input fields: 'Email' and 'Password'. A blue 'Next' button is positioned below the password field. At the bottom of the login area are two links: 'Create account' and 'Forgot password?'. Hand-drawn blue arrows point from the text annotations to these elements: one from the left annotation to the 'Create account' link, one from the right annotation to the 'Forgot password?' link, and another from the right annotation to the 'Email' and 'Password' fields.

If you don't have an Oscar Broker account:
Click here to create an account!

If you already have an Oscar Broker account:
Enter your username (email address) and password here.

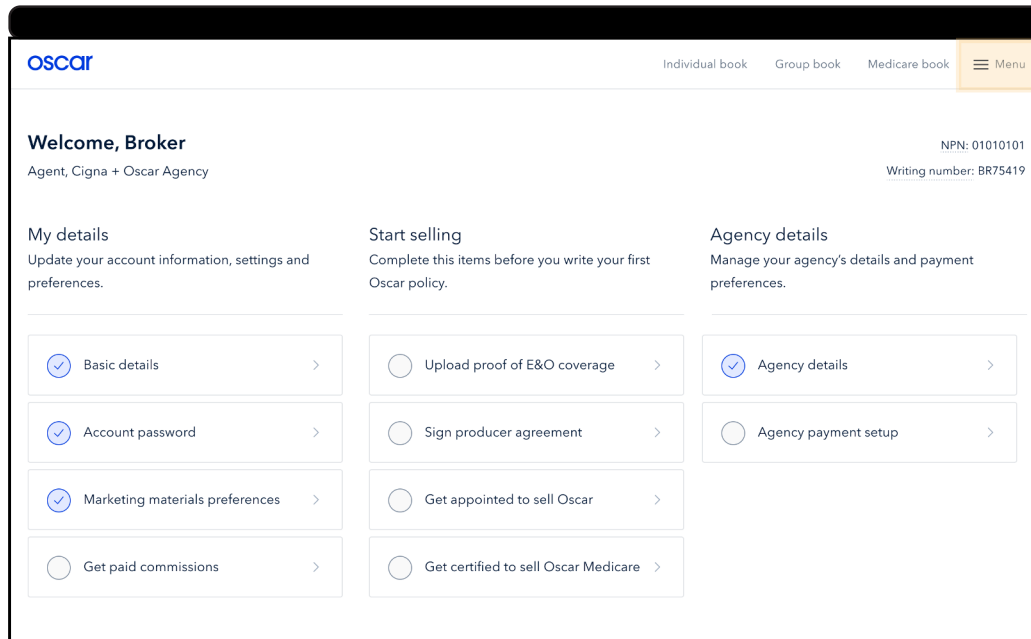
Forgot your password?
Click here to reset your password.

Cigna + Oscar coverage is insured by Cigna Health and Life Insurance Company.

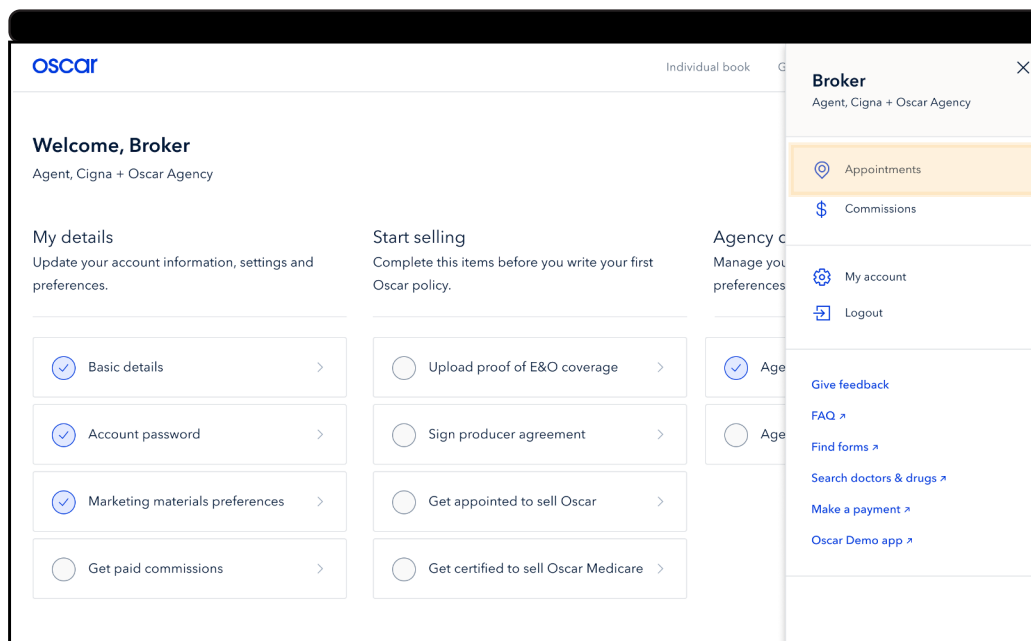
Product availability may vary by location and plan type and is subject to change. All group health insurance policies and health benefit plans contain exclusions and limitations. For costs and complete details of coverage, contact an Oscar representative.

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Step 2: Once you've logged in, navigate to the "Appointments" page.



Click here to
open the
Main Menu



Click
"Appointments"
to go to the
Appointments
page

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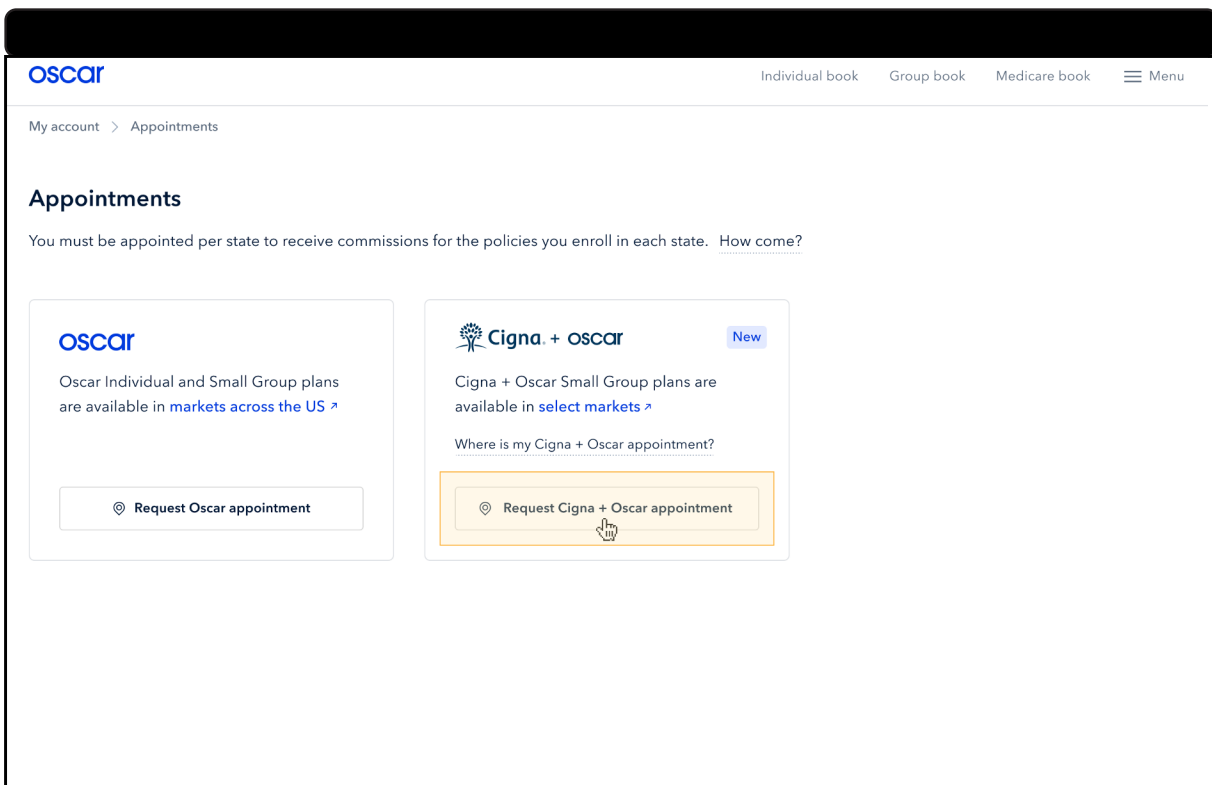
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If you are already appointed with Cigna in the state(s) you wish to sell Cigna + Oscar, jump to page 7.

If you are not already appointed with Cigna, continue following the steps below.

Step 3: Click the "Request new Cigna + Oscar appointment" button.



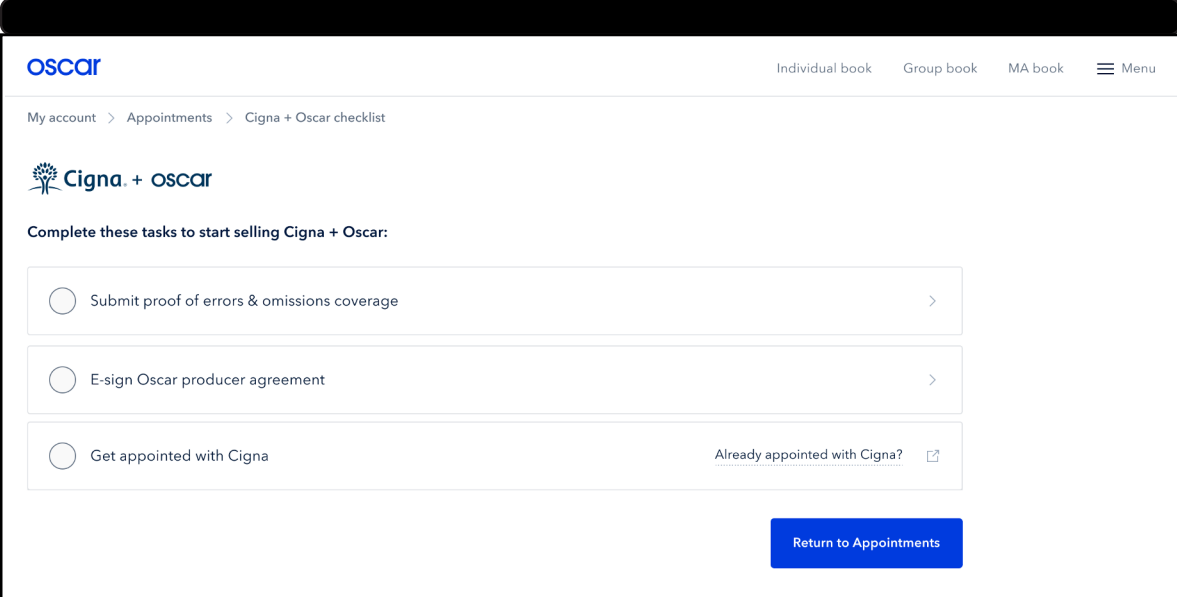
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Step 4: Complete all three (3) steps in the Cigna + Oscar Appointment Checklist.

If any of these items are already checked off, that means you've already completed that action!



The screenshot shows the 'Cigna + Oscar checklist' page. It has a header with the 'oscar' logo and navigation links for 'Individual book', 'Group book', 'MA book', and a 'Menu' icon. Below the header, there's a breadcrumb trail: 'My account > Appointments > Cigna + Oscar checklist'. The main content area is titled 'Cigna + oscar' and says 'Complete these tasks to start selling Cigna + Oscar:'. There are three numbered steps, each with a radio button and a right arrow:

- 1. ☐ Submit proof of errors & omissions coverage
- 2. ☐ E-sign Oscar producer agreement
- 3. ☐ Get appointed with Cigna

Next to the third step, there is a link: 'Already appointed with Cigna?' with an external link icon. At the bottom right, there is a blue button labeled 'Return to Appointments'.

Click on the corresponding checklist item (shown above) to complete each required step:

1. Upload your proof of errors & omissions coverage document. We accept both PDF and image files.
2. Electronically sign the Oscar Producer Agreement.
 - a. You can access the signed producer agreement anytime from the "My account" page of your Broker Portal.
3. Get appointed with Cigna in all states you wish to sell Cigna + Oscar plans in. Visit hioscar.com/brokers/cigna to learn which states Cigna + Oscar is currently available in.

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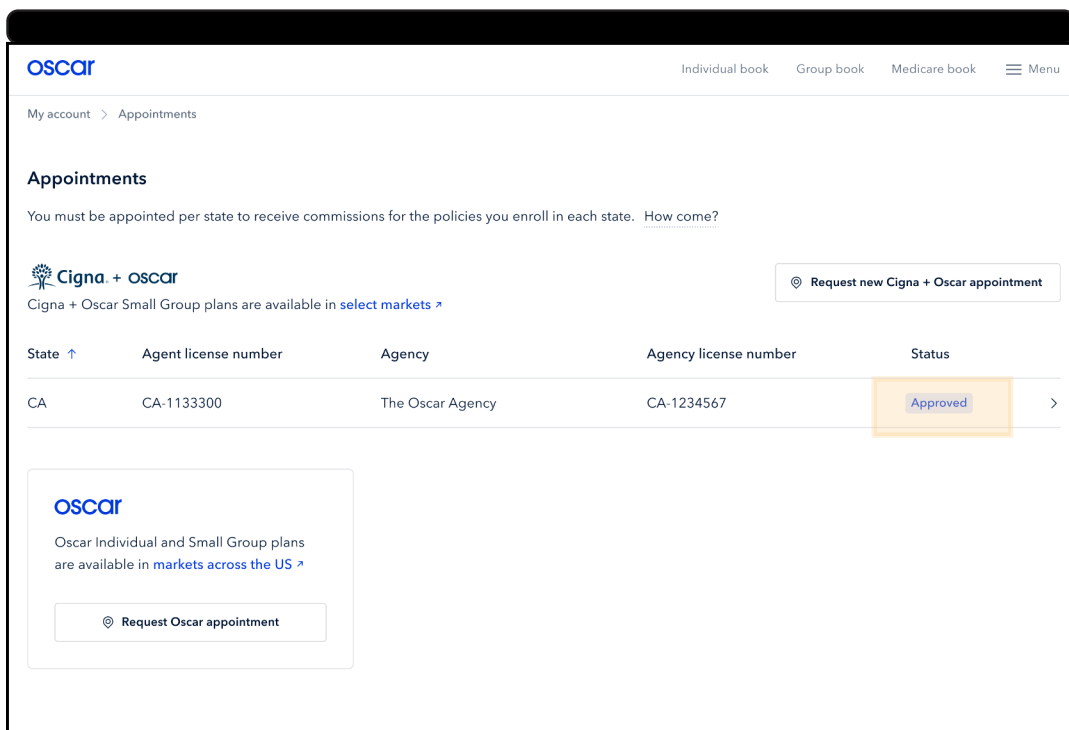
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Once you have completed these steps, that's it!

Your Cigna + Oscar appointment will be reflected in your Broker Portal account *only after* it has been approved, as shown below.

You'll receive an email confirmation once your Cigna + Oscar appointment is approved.



Not seeing your Cigna + Oscar appointment request?

- Your Cigna + Oscar appointment will be reflected in your Broker Portal account **only after** it has been approved.
- It can take up to 5-7 business days for your appointment data to be received from Cigna.

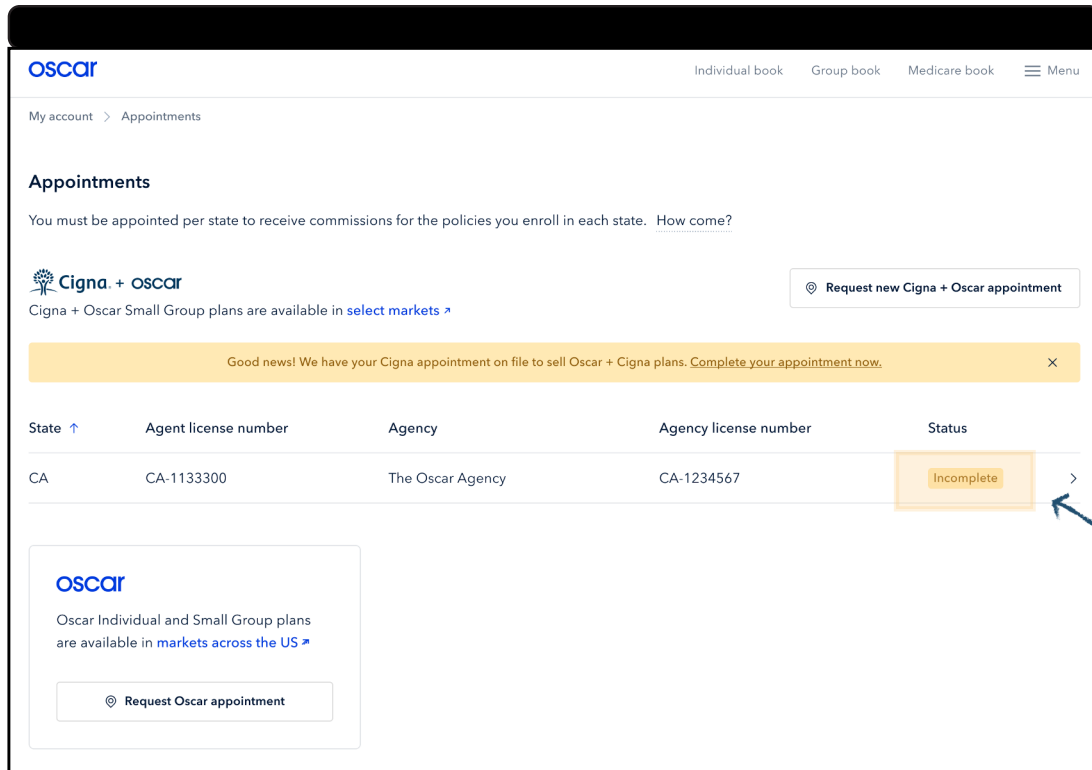
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Instructions for if you are already appointed with Cigna in the state(s) you wish to sell Cigna + Oscar in (*continued from page 3*).

Step 3: If you are already appointed with Cigna, you should see your Cigna appointments listed on this page. Click on any "Incomplete" appointment to complete the Cigna + Oscar appointment process.



The screenshot shows the Oscar website's "Appointments" page. At the top, there's a navigation bar with "Individual book", "Group book", "Medicare book", and a "Menu" icon. Below this, the "My account > Appointments" breadcrumb is visible. The main heading is "Appointments", followed by a note: "You must be appointed per state to receive commissions for the policies you enroll in each state. [How come?](#)".

Below the heading, there's a section for "Cigna. + oscar" with a note: "Cigna + Oscar Small Group plans are available in [select markets](#)". To the right is a button: "Request new Cigna + Oscar appointment".

A yellow banner message states: "Good news! We have your Cigna appointment on file to sell Oscar + Cigna plans. [Complete your appointment now.](#)".

A table lists appointments with columns: "State", "Agent license number", "Agency", "Agency license number", and "Status". One row is shown for "CA" with agent license "CA-1133300", agency "The Oscar Agency", and license number "CA-1234567". The "Status" is "Incomplete". A blue arrow points from the text "Click to finish your Cigna + Oscar appointment" to the "Incomplete" status.

At the bottom left, there's a section for "Oscar" with the text: "Oscar Individual and Small Group plans are available in [markets across the US](#)". Below this is a button: "Request Oscar appointment".

Click to finish
your
Cigna + Oscar
appointment

Not seeing your Cigna appointment?

- You'll only see your Cigna appointments here for the states that Cigna + Oscar plans are offered in. Visit hioscar.com/brokers/cigna to learn which states Cigna + Oscar is currently available in.
- If you've recently gotten appointed with Cigna, it can take up to 5-7 business days for your appointment data to be received from Cigna.

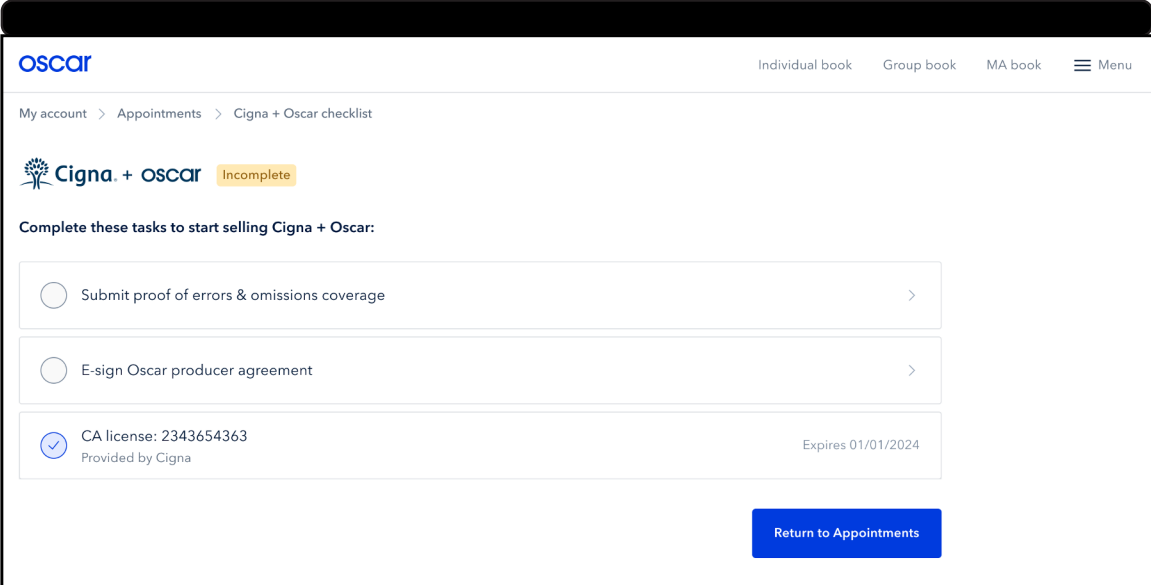
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Step 4: Make sure all three (3) steps in the Cigna + Oscar Appointment Checklist are completed.

If any of these items are already checked off, that means you've already completed that action!



The screenshot shows the 'Cigna + oscar' checklist page. It has a header with 'Individual book', 'Group book', 'MA book', and a 'Menu' icon. The breadcrumb trail is 'My account > Appointments > Cigna + Oscar checklist'. The main heading is 'Cigna. + oscar' with an 'Incomplete' status tag. Below this, it says 'Complete these tasks to start selling Cigna + Oscar:'. There are three checklist items, each with a numbered circle to its left: 1. 'Submit proof of errors & omissions coverage' (unchecked), 2. 'E-sign Oscar producer agreement' (unchecked), and 3. 'CA license: 2343654363' (checked, with a blue checkmark icon). Item 3 also notes 'Provided by Cigna' and 'Expires 01/01/2024'. A blue button labeled 'Return to Appointments' is at the bottom right.

Click on the corresponding checklist item (shown above) to complete each required step:

1. Upload your proof of errors & omissions coverage document. We accept both PDF and image files.
2. Electronically sign the Oscar Producer Agreement.
 - a. You can access the signed producer agreement anytime from the “My account” page of your Broker Portal.
3. Since you’re already appointed with Cigna in the state you’re requesting a Cigna + Oscar appointment in, you’ll see your state license number confirmed here.
 - a. *Looking for a different state appointment?* Click the “Return to Appointments” button to either find another open appointment request OR to request a new appointment.

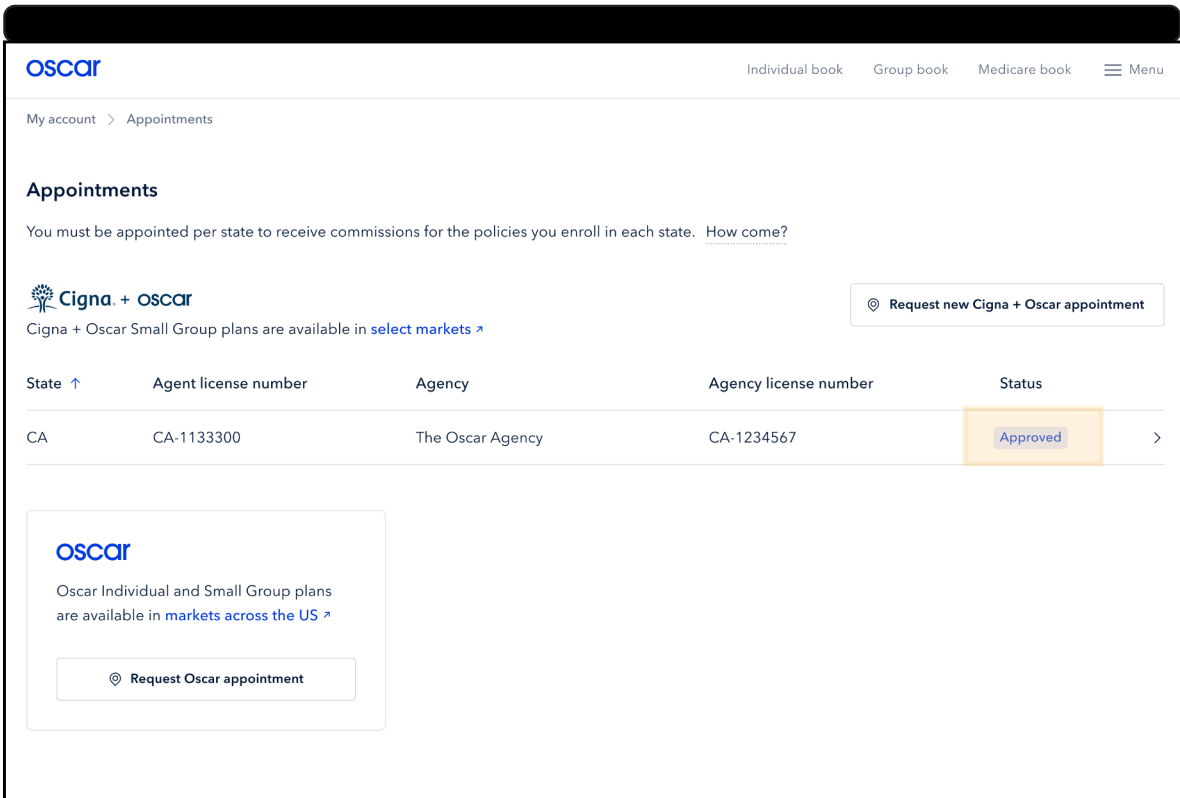
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Once you have completed these steps, that's it!

You'll receive an email confirmation once your Cigna + Oscar appointment is approved.




oscar Individual book Group book Medicare book Menu

My account > Appointments

Appointments

You must be appointed per state to receive commissions for the policies you enroll in each state. [How come?](#)

 **Cigna + oscar**
Cigna + Oscar Small Group plans are available in [select markets](#) >

[Request new Cigna + Oscar appointment](#)

State ↑	Agent license number	Agency	Agency license number	Status
CA	CA-1133300	The Oscar Agency	CA-1234567	Approved >

oscar
Oscar Individual and Small Group plans are available in [markets across the US](#) >

[Request Oscar appointment](#)

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