

Freedom–Optimum Training Process

 Attached for your reference: 2026 VIP Agent Support Tutorial for Brokers

Step 1: Log In

- Access the portal and log in with your broker’s credentials.

[Freedom-Optimum Training](#)

- Upon login, a **pop-up window** will appear – this step is **mandatory** before you can proceed.
-

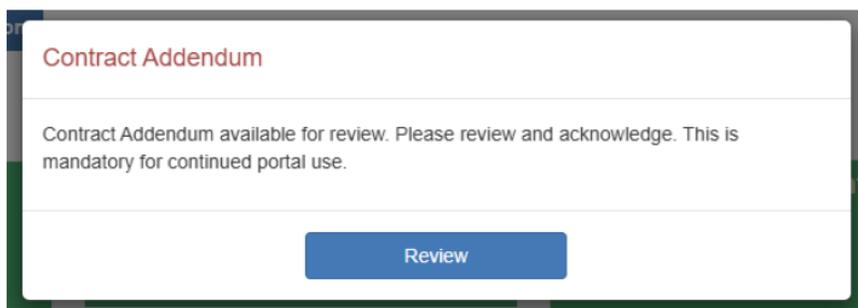
Step 2: Contract Addendum

If you have **not attested** to the Contract Addendum yet, you will be prompted to review and acknowledge it:

1. **Click** “Download Contract Addendum” – the file will save to your **Downloads folder** (top-right in Chrome).
2. **Open and review** the document carefully.
3. **Check the box** next to:

“I have read and agree to comply with the CMS TPMO Guidelines.”

4. **Enter your DOI License Number** exactly as it appears at the top of your screen (case sensitive).
5. **Click** “E-Sign and Submit Agreement.”



* Indicates Mandatory Field

Agent Name: █████ License Number: █████ Agency: █████ Category: Broker

Contract Addendum

Year: 2026 Company: Global

Home Reset View

2026 Contract Addendum

Download Contract Addendum 1

I have read and agree to Contract Addendum 2

DIGITAL SIGNATURE:

Name: █████

DOI License: █████ 3

Date: 07/01/2025

E-Sign and Submit Agreement 4

Step 3: Elevance Certification 🎓

- Freedom/Optimum certifications are **completed via Elevance Health**.
- Go to: <https://elevancehealth.cmpsystem.com/page/login>
- Detailed instructions are included in the attachment.

Step 4: Certification (2026) ✓

- Select **Certification (2026)** from the menu.
- Complete the **Pre-Test Compliance Attestation**.
- Fill out your **Professional Profile**:
 - If you answer **“Yes”** to any questions, you must provide an explanation in the text box provided.

Certification

- 2025 Certification is now Completed!
- Certification (2026)

Pre-Test Compliance Attestation

The following Pre-Test Compliance Attestation contains 3 sections. At the end of all 3 sections, you will be asked to attest that you have read, understand and agree to comply with each of the requirements. Your digital signature will be taken.

1. Professional Profile & Compliance History Questionnaire
2. Sales Representative Commitment to Compliance
3. Medicare Managed Care Guidelines CH 3

Professional Profile & Compliance History Questionnaire

PROFESSIONAL PROFILE

Step 5: Final Acknowledgement 🖊️

- Review all the information entered.
- **Agree and digitally sign** (your name will auto-populate).
- Enter your **DOI License Number** and click **Submit**.

*I certify the foregoing answers, including explanations, are true and correct to the best of my knowledge and belief.

Agree Disagree

*DIGITAL SIGNATURE John Jones

*DOI License (ANNNNNN or NNNNNNNNN)-Format

TIME STAMP: 7/17/2017 11:20:29 AM

[Home](#)

[Submit](#)

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