

2027 Ultimate Certification Instructions

Agent Certification launches August 10th

To begin your 2027 certifications, please follow the steps below.

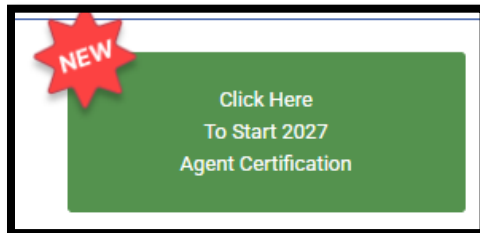
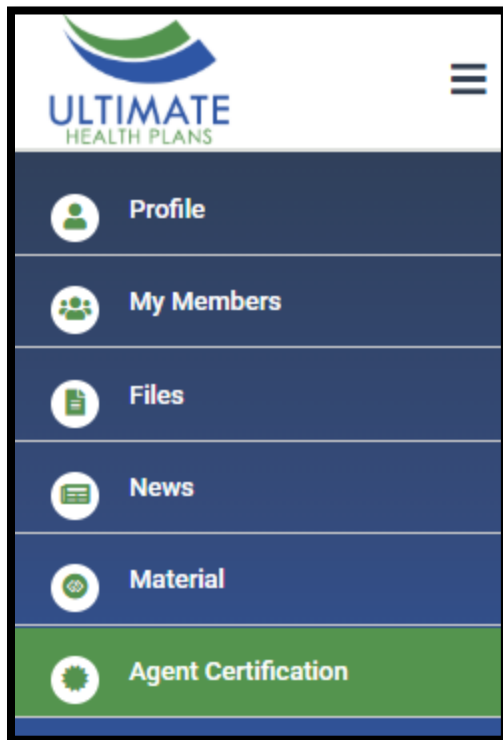
Step 1: Complete Your AHIP

1. Complete the 2027 AHIP Medicare Training **(required)**.
2. You must achieve a passing score of **90% or higher**.
3. Completing AHIP satisfies the CMS Medicare and Fraud, Waste & Abuse (FWA) training requirements.

Step 2: Complete Your Agent Application

1. **Access the 2027 Agent Application here:**
[2027 Agent Certification Login](#)
2. Login Instructions:
 - **Existing Agents:** Select the **blue** side to log in.
 - **Brand-New Agents:** Select the **green** side to create a new login.

3. On the Ultimate Health Plans dashboard, select **Agent Certification**, then select **Click Here to Start 2027 Agent Certification**.



Complete the steps below in order to provide information needed for the Agent Certification process.

When all steps are successfully completed, Ultimate will appoint you (or renew your appointment) with the state of Florida and send you an email confirming the appointment. We may contact you to obtain necessary information or clarifications prior to the completion of the appointment process, so it's important to be responsive during this time.

Steps 1 - Complete and Submit the Agent Application

Steps 2 - View the required Agent Certification Training Videos and provide attestation

Steps 3 - Review Plan Benefits and take the Certification Exam

STEP 1- AGENT APPLICATION Answer questions about yourself, electronically sign where appropriate, and upload necessary documents. IMPORTANT: If your device will not allow you to upload the necessary documents please email them to agentsupport@ulthp.com upon submitting your application.	STEP 2- AGENT CERTIFICATION TRAINING Once you have submitted your Agent Application, you will select the Training Presentation link below. During the training you will learn about Ultimate Health Plans Products for the sales campaign. Once the training is complete, you will attest to completing the training.	STEP 3- CERTIFICATION EXAM Once you have successfully completed Step 1 and Step 2, then you will select the Certification Exam link below. You must pass the exam with an 85% or higher score.
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4. Begin your electronic **Agent Application** by selecting **Complete and Sign My Agent Application**.

STEP 1- AGENT APPLICATION

Answer questions about yourself, electronically sign where appropriate, and upload necessary documents.

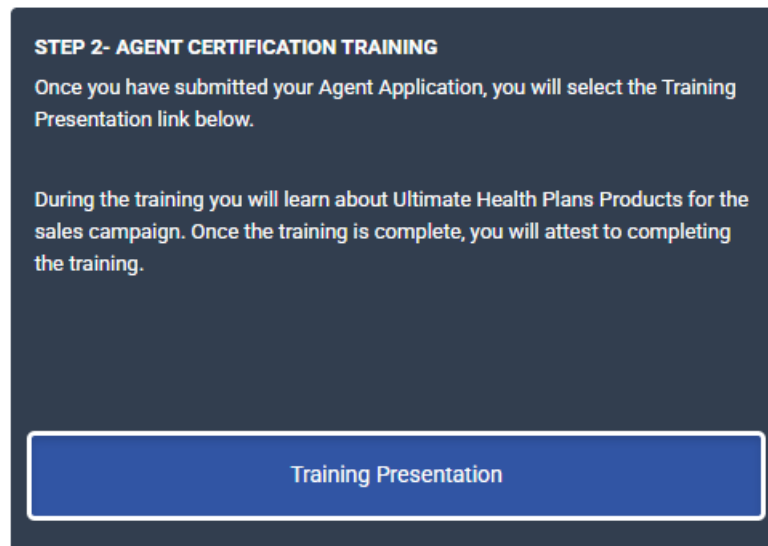
IMPORTANT: If your device will not allow you to upload the necessary documents please email them to agentsupport@ulthp.com upon submitting your application.

Complete and Sign My Agent Application

5. During this step, you will provide your personal information, FMO affiliation, electronically sign the required documents, and upload the following:
 - **2027 AHIP Certification** – Required
 - **W-9 Form** – Required; must be signed and dated
Existing agents: Please review your current W-9 and update it if any information has changed.
 - **Direct Deposit Authorization Form** – Optional, but highly recommended
Existing agents: Please review your current direct deposit information and update it if necessary.
6. If you are renewing your appointment with **Ultimate Health Plans**, some of your information may automatically populate. Please review all information carefully and update anything that has changed.

Step 3: Complete Your Certification Training

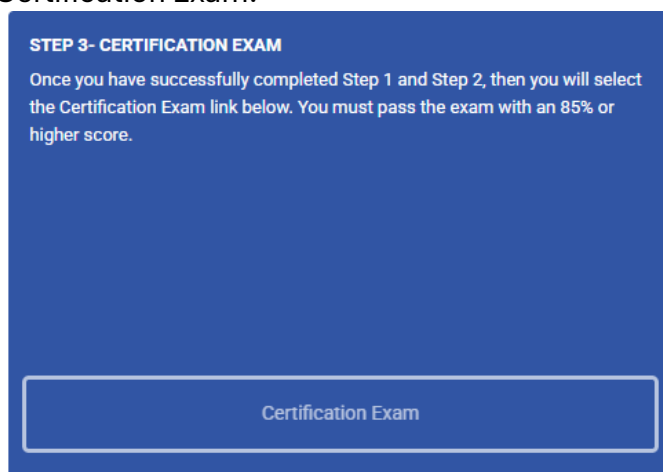
1. After submitting your application, you will proceed to the **2027 Certification Training**.



2. The training consists of a PDF guide covering:
 - Medicare compliance requirements
 - Enrollment procedures
 - Important sales and operational updates
3. Please review the training guide in its entirety. Once complete, sign and date the acknowledgment at the bottom to attest that you have completed the required training.

Step 4: Pass the Certification Exam

1. Once you have completed the training, select **Certification Exam** to take the 2027 Certification Exam.



2. Exam Requirements:
 - 30 questions
 - Passing score of **85% or higher**
 - **5 attempts** to pass.
 - **Open-book exam:** A link to the training guide will be available before entering the exam for reference.
 3. Only **one certification exam** is required to become certified to sell all Ultimate Health Plans products. There is no need to complete multiple exams for different markets.
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Step 5: Final Step – Appointment & Ready to Sell

1. After successfully completing all certification requirements, Ultimate Health Plans will run a background check on **brand new brokers** through a company called Shields Screening. You will receive an email and text message with instructions to provide the information needed to begin your background check. The background check invitation is valid for **14 days**; after that, it will expire. Ultimate Health Plans will then review your submission and finalize your appointment with the State of Florida.
 2. If additional information is needed, our Broker Manager will contact you. **Prompt responses will help avoid delays in completing your appointment.**
 3. Once your appointment is approved, you will receive confirmation via email, including:
 - Your Ultimate UCAIN Writing Number
 - Access to Sunfire, their electronic enrollment platform at least 24 hours after RTS date.
 - Confirmation that you are **Ready to Sell for the 2027 plan year.**
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