



Renewal Registration Requirements

Brokers who were approved with DC Health Link prior to October 2014 are required to complete the recertification training by October 2016. All other brokers are required to complete the recertification training two years after they were initially approved. For broker recertification click [here](#).

Online NAHU Training

We have updated the **online policy and systems trainings** to reflect recent policy changes as well as our recently launched enhanced user interface. Access them [here](#).

All new brokers and those approaching recertification must complete either of these trainings. Brokers must recertify every two years.

Thank you for your interest in the DC Health Link Broker Training, administered through NAHU. We are happy to announce that the training is now available to all brokers through the NAHU online platform. Please use this link to access the training: <https://nahu.inreachce.com/Details?resultsPage=1&sortBy=&q=dc+broker&searchType=1&groupId=154ae22b-92eb-41f0-854b-3a9cab20c8e>

If you have already completed the policy training component, please review the systems training, now also available through NAHU. This will be listed as module 5.

Please let us know if you have any questions.

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DC Health Link Registered Brokers—Recertification Requirements

Who is the guide for: Brokers who are currently registered with DC Health Link. DC Health Link registered Brokers are approved for two years at a time. When a Broker reaches the two-year mark, they must complete recertification training and confirm carrier appointments are current to remain active with DC Health Link. Brokers who registered with DC Health Link in 2013 and 2014 had their certification extended through October 2016.

Requirements—Training

To maintain your active status with DC Health Link, please complete the Recertification Training by October 31st, 2016. [Online training is available through NAHU](#) and you're welcome to take this training at any time.

You may choose to attend an in-person training instead of taking the online training. **In-person** training is scheduled for August 31, 2016 from 12pm - 5pm at the DC Health Link office. You must [register for in-person training](#) in advance. You'll need to log into your existing NAHU account to add the session to your cart and "check out."

If you have any questions about the training or experience technical difficulties, please reach out to NAHU at (877) 880-1335.

Requirements—Carrier Appointments

Brokers are also required to maintain all of the following carrier appointments:

Individual & Family Marketplace Only

[CareFirst](#)

- CareFirst BlueChoice, Inc.
- Group Hospitalization and Medical Services, Inc.

[Kaiser Permanente](#)

- Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc.

Small Group Market only OR Both Markets

[Aetna](#)

- Aetna Life Insurance Company
- Aetna Health Inc.

[CareFirst](#)

- CareFirst BlueChoice, Inc.
- Group Hospitalization and Medical Services, Inc.

[Kaiser Permanente](#)

- Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc.

[UnitedHealthcare](#)

- Optimum Choice, Inc.
- United Healthcare of the Mid-Atlantic, Inc.
- UnitedHealthcare Insurance Company

You can verify your carrier appointments by visiting the National Association of Insurance Commissioners' [License Lookup Directory](#). Search by your name or NPN, then select your name.

Notification to Brokers

Brokers are notified of their upcoming recertification deadline approximately three months ahead of the deadline via an email from dchl.producer@dc.gov.

Brokers will receive a confirmation email when DC Health Link has verified completion of the recertification requirements. The email will include the Broker's new recertification date.

How do Brokers confirm when they need to complete the recertification requirements?

An email notification will be sent to Brokers approximately three months in advance of this date. Brokers are also able to reach out to DC Health Link at dchl.producer@dc.gov.

I'm not yet an approved DC Health Link Broker. Where can I go for more information?

Please see our [Broker Registration Guide](#) for more information.