

HOW TO DO BUSINESS GUIDE MD LIVE



Website: <https://chimanager.com/manage>

Customer Service phone number: (888) 674-2490

To Manage your Current Members:

1. Once you get your welcome letter, it will include your Agent Portal link (<https://www.chimanager.com/manage>), as well as your username and password.
2. Use this to log into your Agent Portal.
3. You will be able to view all your members, as well as commissions.

To Enroll a Member:

1. Once you get your welcome letter, it will include your Agent ID, as well as your Agent Sales Website. This is the website your clients will use to sign up under you. This is the second website included in the welcome email and the link will look like "<http://www.247doctorcall.com/YourName>"
2. The client will click "Member Enrollment" once they are on your personal website.
3. The client will need to fill out all required forms and payment information and hit "submit."
4. Within 48 hours of enrollment, the client will receive their welcome letter and be able to use the service.
5. *Note: The client will need to "activate" their account. There will be instructions on how to do this in their welcome email.

***Note: This is not an insurance product, so you do not need a license to offer this. Also, this product is offered through our partner Competitive Health so some of the contracting emails may have that company name listed.**

For questions please call Senior Marketing Specialists at 800-689-2800.

Senior Marketing Specialists

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