**Health Net Agent appointment process**

1. In order to get contracted with Health Net, you will need to have written or assumed your first piece of business.
   1. You can add Jane Doe group with EIN 999-99-9999 to the application

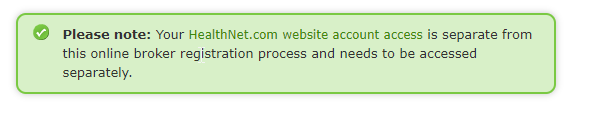
\*\*This was advised by Health Net Rep as to not hold up the appointment process

1. The following will need to be completed through the Broker Self Service Web Tool



* 1. Health Net Agent/Broker Agreement
  2. Web Registration
  3. Online W-9 form
  4. E&O report

1. Both New and Existing brokers need to create a Contract Account using the Broker Self Service Web Tool. If you are already contracted with Health Net you can use this page to do the following
   1. Update your name (only applicable if your TIN/SSN or license number Changes)
   2. Update your address/phone/fax number
   3. Enroll in EFT or change bank accounts
   4. Complete web registration



1. When completing the online contacting documents, please ensure the following:
   1. The name on the agreement, license and W-9 form match **exactly**
   2. If paid to a corporation, make sure the corporation’s tax ID is provided
   3. If paid to the broker, make sure the broker’s SSN or Tax ID is provided
   4. License is current and active with the appropriate lines of authority, Accident, Health and Life
2. If you have additional questions or need further assistance on how to become a Commercial Broker, please contact the Health Net Broker Services unit at **1 800 448 4411, option 4**.