

## Accessing Pinpoint Online Training

The Health Alliance online training tool can be accessed the Broker Portal via, or by clicking the link below:

<https://healthalliance.pinpointglobal.com/Apps/Training/Default.aspx>

## Returning users

You will enter your NPN as your username and password you have previously set up. Use If you can't remember your password use "forgot password" link. The system may ask you to verify information as a returning user and once you get past that, it will take you to your home screen to begin training.

## Registration for first time users

You will initiate the registration process by clicking on the "Registration" button, located on the left hand side. This will take you to the pre-registration page.

### Pre-Registration

Enter your NPN in the Agent ID field. The Agent ID value entered on the pre-registration page will determine user site license and NPN registration requirement. Clicking on the "Continue" button will move the user to part one of registration.



## Registration Part One

You will need to click on the "Lookup NPN using NIPR" button

Registration  
\*required field

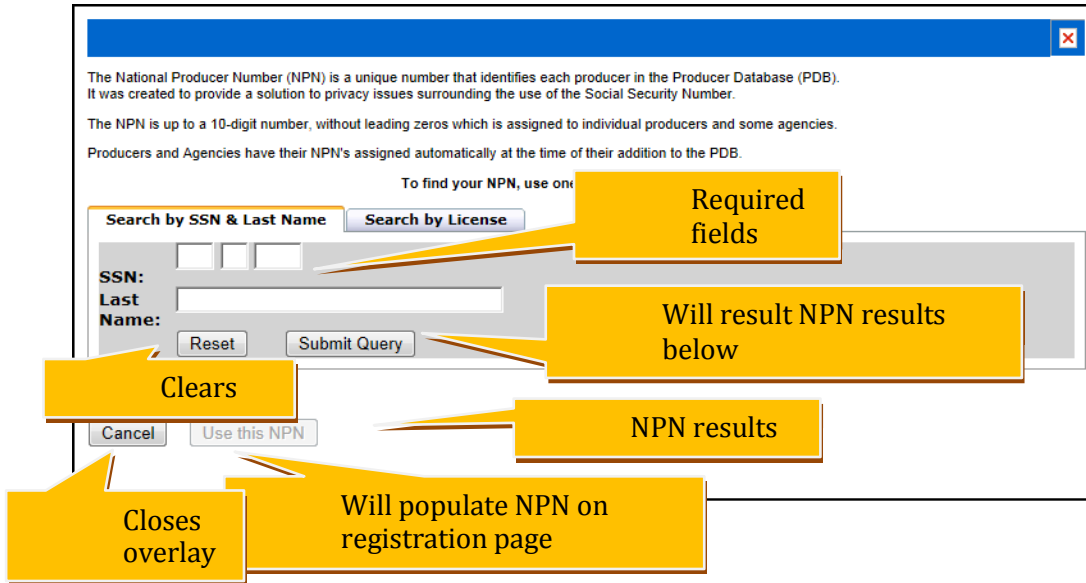
### Confidential Information

NPN must match the data provided by the NIPR website to ensure unique ID information.  
Please click **Lookup NPN using NIPR to populate your National Producer Number.**

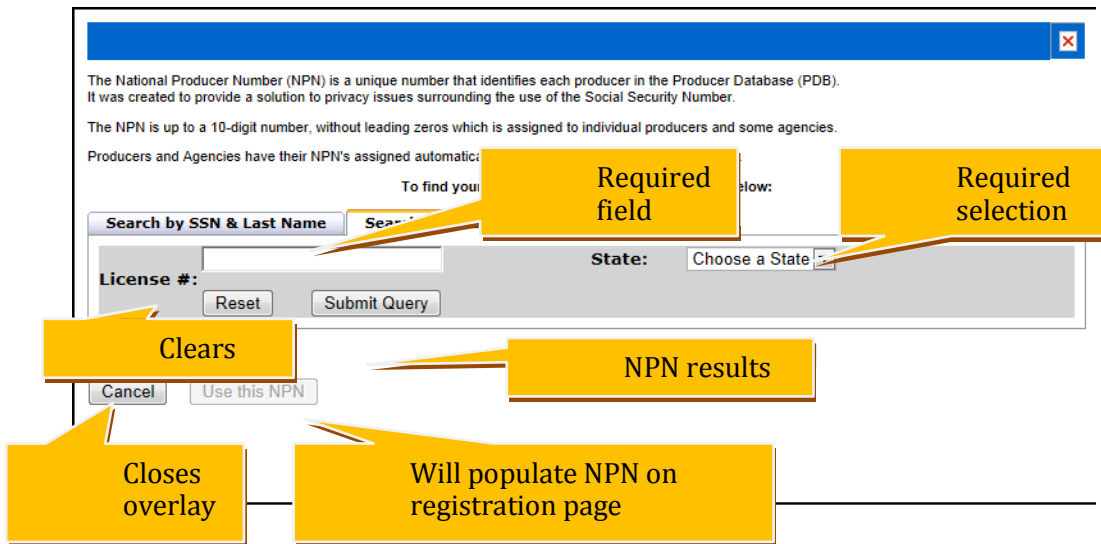
National Producer Number:\*

Please save your NPN in a secure location, as it will become your username.

**Figure 2: NIPR Overlay - Search by SSN & Last Name**

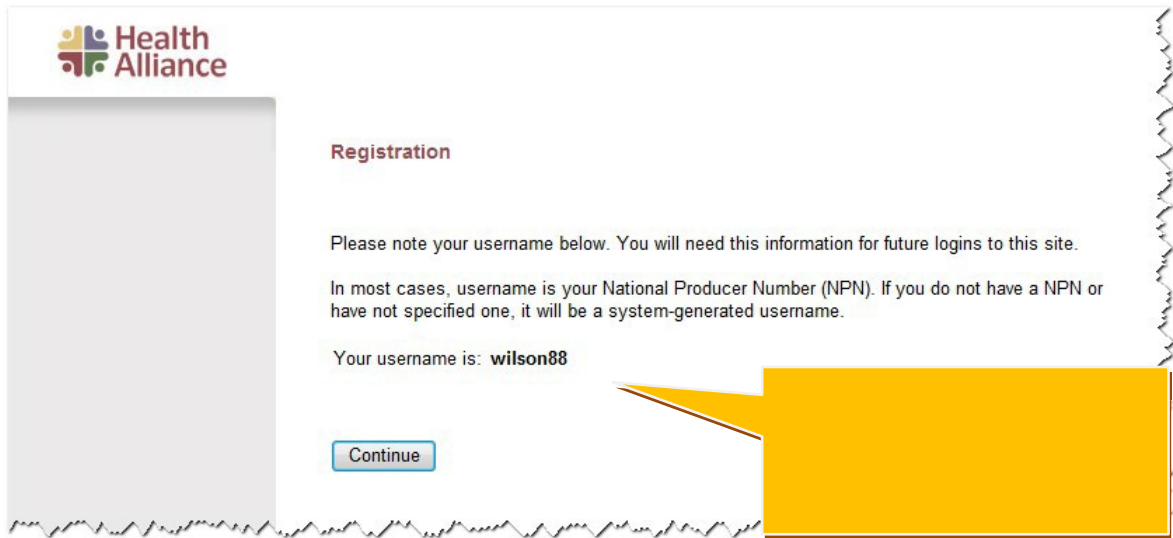


**Figure3: NIPR Overlay - Search by License**



### Registration Part Two

Part two of the registration allows you to review your personal information and select a security question. Once everything has been review click "Submit".

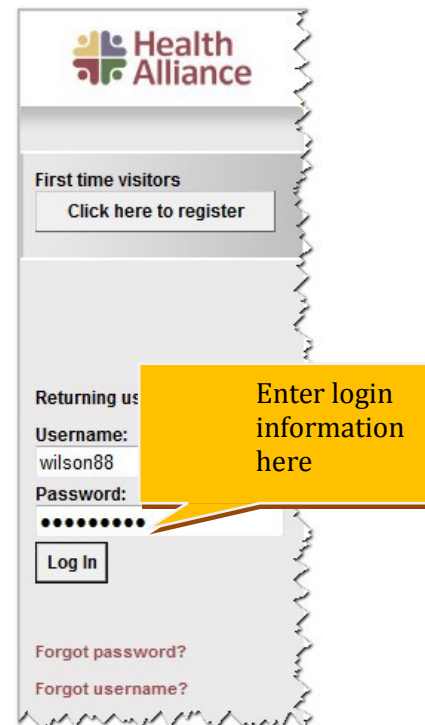


### Email Notification

After successfully completing registration, an email notification containing username will be sent to the email used during registration.

### Login

Existing users will enter login information created during registration process in the left navigation. Username is received during registration part three and password would have been entered by user during registration part two. Successful login will take the user to the system Home page.



## Home Page Dashboard

My Certification Status panel on the left displays your certification status for all tracks. When a track is incomplete, clicking on the next course link permits launching of next training course. Far right Reminders panel displays helpful user training reminders.

Health Alliance Medicare Certification System

Welcome to the Health Alliance Medicare Certification System.

**My Certification Status**

**Internal MA Required Training**  
0% Complete  
Next Course: [Core Training \(Pinpoint\)](#)

**Internal Commercial Users**  
0% Complete  
Next Course: [Prerequisite Training and Exam](#)

**Commercial Product Updates**

Check back in early Fall for Commercial Product updates.

**Medicare Reminders**

- Print out each course for your reference during the exam
- Bookmark feature will remember where you left off in the course if you need to step away
- Once you begin an exam, you must finish it
- You are not considered certified until all courses are complete and you see a Print Certificate button

Summary of certification status

## My Certifications

You can review tracks you have already completed on the My Certifications page. Clicking on the “Certifications” link located in the left hand side will take you to the page.

You can view the status of your certifications in this screen as well.

Health Alliance Medicare Certification System

Welcome Taylor Wilson

**My Certifications**

Health Alliance is committed to providing annual sales training that helps protect beneficiaries from inappropriate sales or misinformation. The Centers for Medicare & Medicaid Services (CMS) requires annual training on Medicare rules, regulations, product specific training and compliance. Please review the information provided.

My Certifications page link appears on left navigation

REQ = Required Course REC = Recommended Course

Internal MA Required Training	Status	Date Completed
<input type="checkbox"/> REQ Core Training (Pinpoint)	Incomplete	
<input type="checkbox"/> REQ Compliance Training and Exam	Incomplete	

Clicking on the “Transcript” link located in the left navigation will take you to the My Transcript page. This page contains a detailed history of your course completions and is organized by year.

The screenshot shows the 'My Transcript' page for Taylor Wilson. The page includes a navigation menu on the left with 'Transcript' selected. The main content area displays a table of training courses for the year 2014. A 'Print Certificate' button is visible at the bottom of the table.

**Annual Requirement Year dropdown**

**Completion dates**

**Launches Pinpoint Medicare site, logs user in if already registered and displays Training page**

**Print certificate button appears after all courses are completed**

Internal MA Required Training (click to expand or collapse)		Attempts	Status	Date Completed
<input checked="" type="checkbox"/> REQ	Core Training (Pinpoint)	(No Attempts)	Complete	7/21/2013
<input checked="" type="checkbox"/> REQ	Compliance Training and Exam	Score 100 Date Taken 07/19/2013	Complete	7/19/2013
<input checked="" type="checkbox"/> REQ	IL MA All Products Training and Exam	(View Attempts 1)	Complete	7/19/2013
<input checked="" type="checkbox"/> REQ	Midwest MA All Products Training and Exam	(View Attempts 1)	Complete	7/19/2013
<input checked="" type="checkbox"/> REQ	Washington MA All Products Training and Exam	(View Attempts 1)	Complete	7/19/2013

Print Certificate