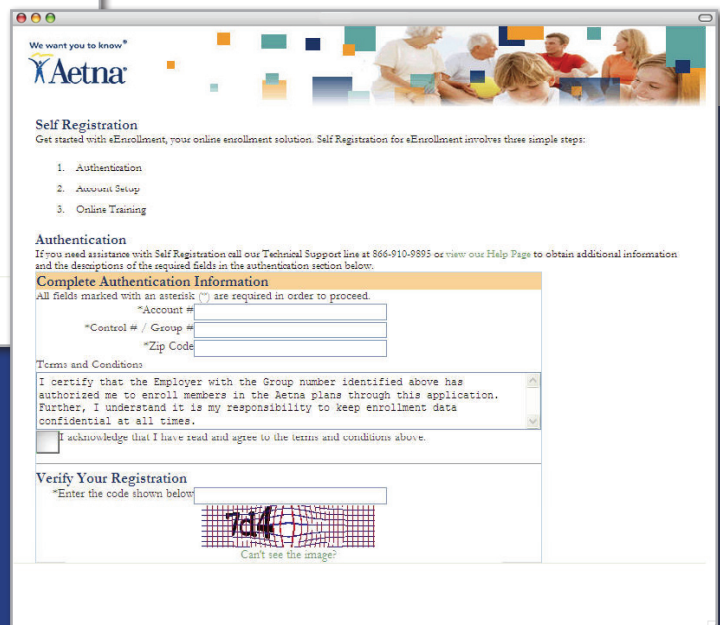
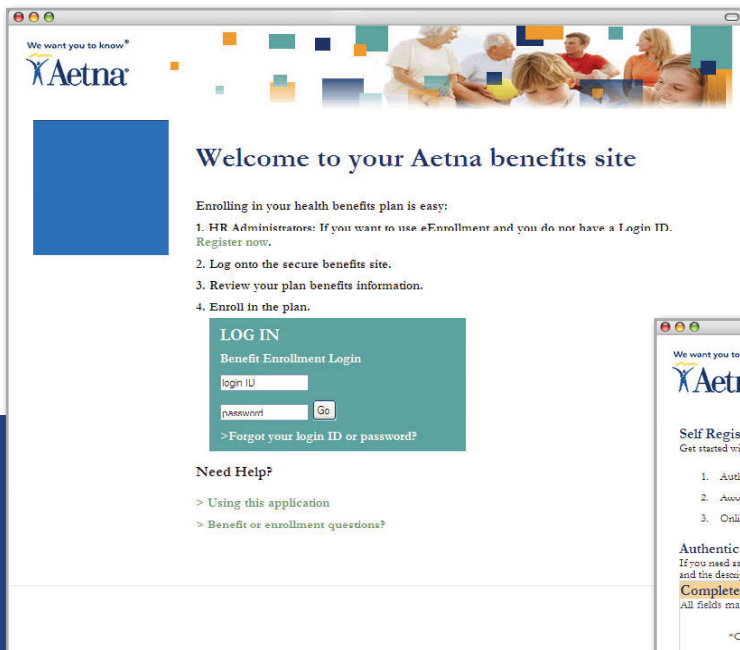




Sign up today at Aetna.com/Enroll

- **Account Number** - Enter your company Account Number, this can be found on your Bill.
- **Control # / Group #** - Enter your company Control # or the Group # which is a 6 digit value. Please add a leading zero when entering the number (i.e. 0123456), this data can be found on your renewal letter or ID Card. If you have both a Control Number and Group Number you can enter either value.
- **Zip code** - Enter your 5 digit zip code of where your corporate company is legally domiciled.



What is the number a registered user can call if they are having trouble with Aetna Enroll?



Member Support: 866-910-9894

Administrator and Broker Support: 866-910-9895



How to give your broker access to Aetna Enroll?

Currently, a plan sponsor will contact Aetna and identify their broker as needing access to Aetna Enroll. The customer will be provided with the following link "<http://www.aetna.com/externalweb/aetnaenroll>" to complete the broker authorization / approval process. An e-mail will be automatically generated once the form is submitted. Aetna will verify the broker is currently the broker of record on the account. Once verified, Aetna will contact the broker directly and provide them with the link to Aetna Enroll and their login ID. The process will take 5 days or less from the time of the initial request.

What plan sponsors qualify for Aetna Enroll?

At this time the tool currently supports established small groups, with the following product exceptions:

- Medicare Products on the HMO platform
- COBRA
- Individual Billing HMO Class Codes:088 CalCobra, 930-939 Dependent Extensions, 060 FL Mini Cobra
- Individual Billing Traditional Accounts 088 CalCobra and FL MiniCobra, 930-939 Dependent Extensions
- Exclude Individual Voluntary (Controls setup in the following control bands 697607 - 697618 and 888100 – 888399)
- Exclude all company codes other than US
- Packaged Life/Disability and Packaged Life, Disability and Dental
- FOC Dental
- LTD
- Dependent Life
- Health Network Option or Health Network Only-review underway to support in the future
- Approximately 600 PSUID exclusions. Traditional groups who had medical/dental products on the same plan summary
- CBIA
- Association groups that we do not administer
- SRC Small Group customers
- EZlink Small Group customers