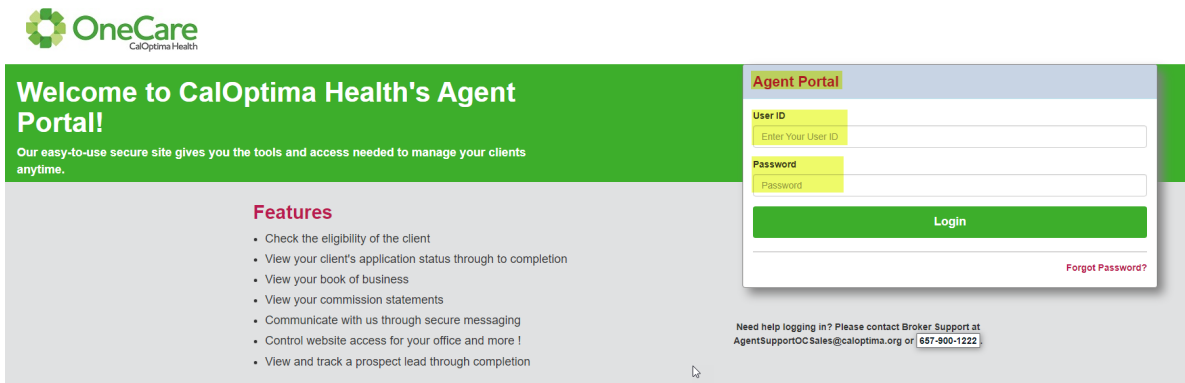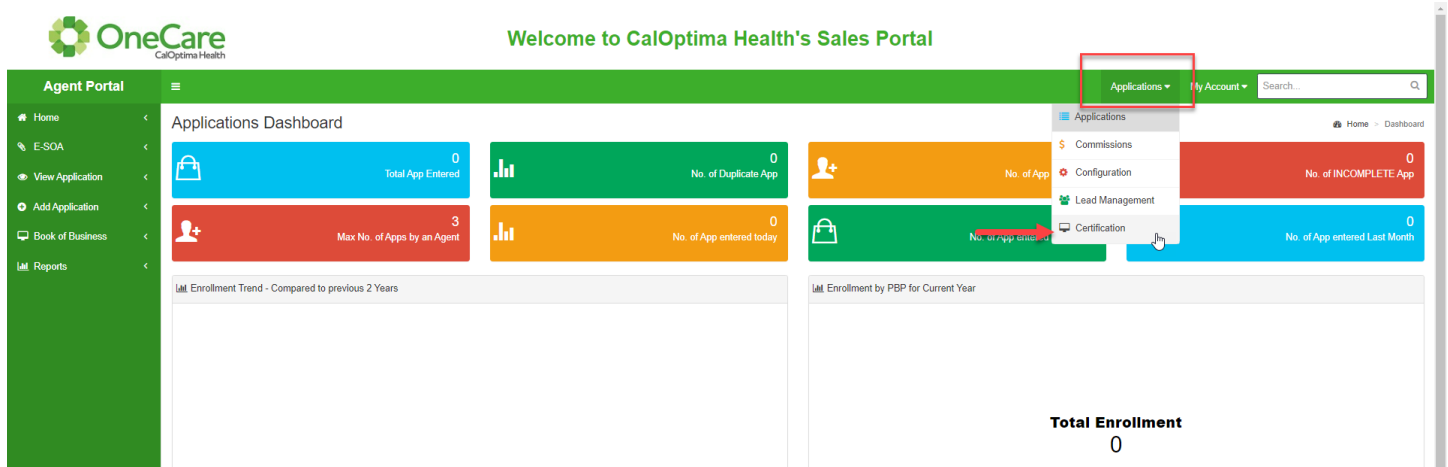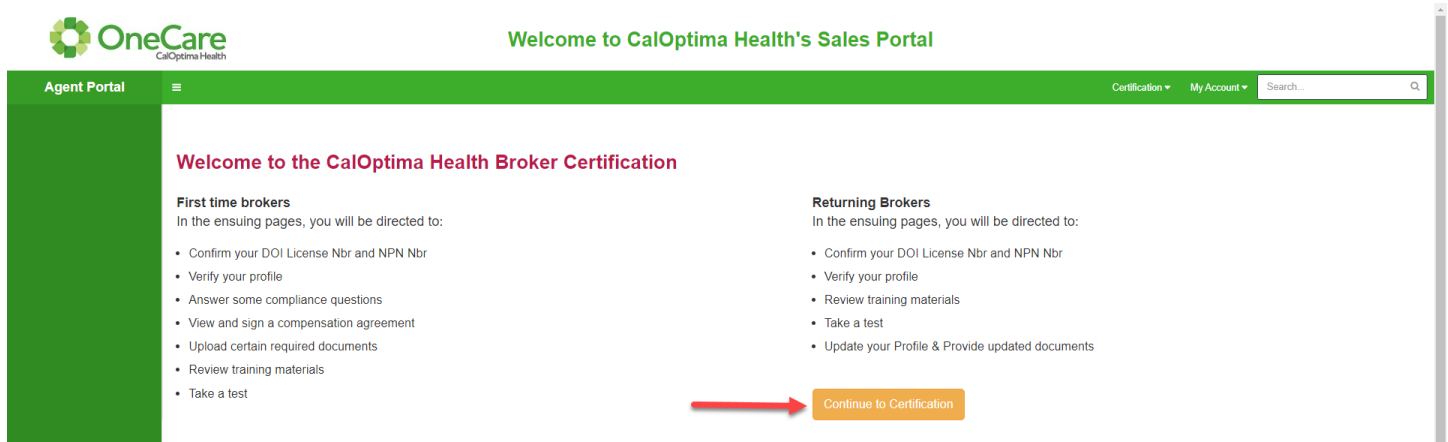# How to Certify with OneCare

Log into the Enthrive Portal

1. Click on Application and click the down tab and select certification.

2. Click on Continue to Certification

3. Review your License Number and NPN# ensuring it is accurate. Click Next.

4. Enter or update your profile information. Click Next.

5. It will be required to upload individual documents of current E&O, DOI, and AHIP documents. Click Next.

6. On the Agent/Agency Compensation Page, you must review your personal information, click yes in agreeance, enter I agree in the boxes, click on the Statements of Understanding page and review, click on the required I certify and I hereby acknowledgement statements and enter your signature. Click Next.
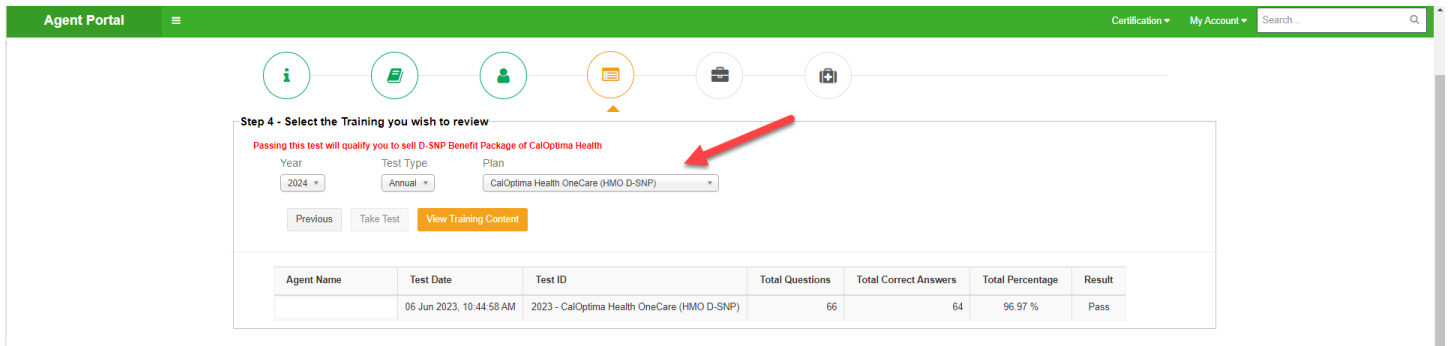
7. Statements of Understanding Page:
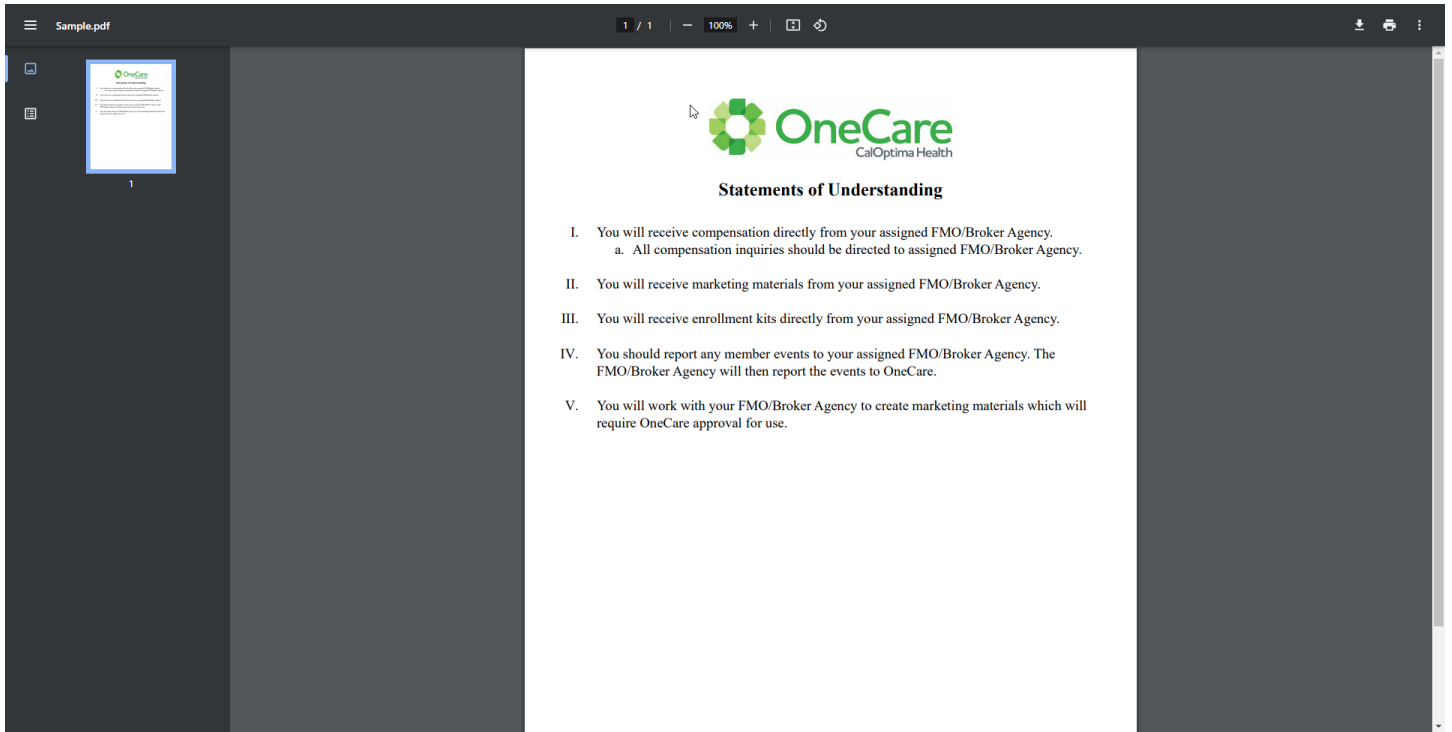
8. Click on test year 2024 and plan CalOptima Health OneCare (HMO-DSNP). Click on View Training Content.

9. The training module will appear, and you will be required to complete all 130 slides to take the test. If you time out of the system, you will be required to complete the training from the beginning.

10. Once you have completed the training, you will be required to take the test and pass with a 90%. You can download the Training Material to save the training documents, however once the test has passed you will not be able to go back to the training documents to download. Click on Start Test to begin the test.
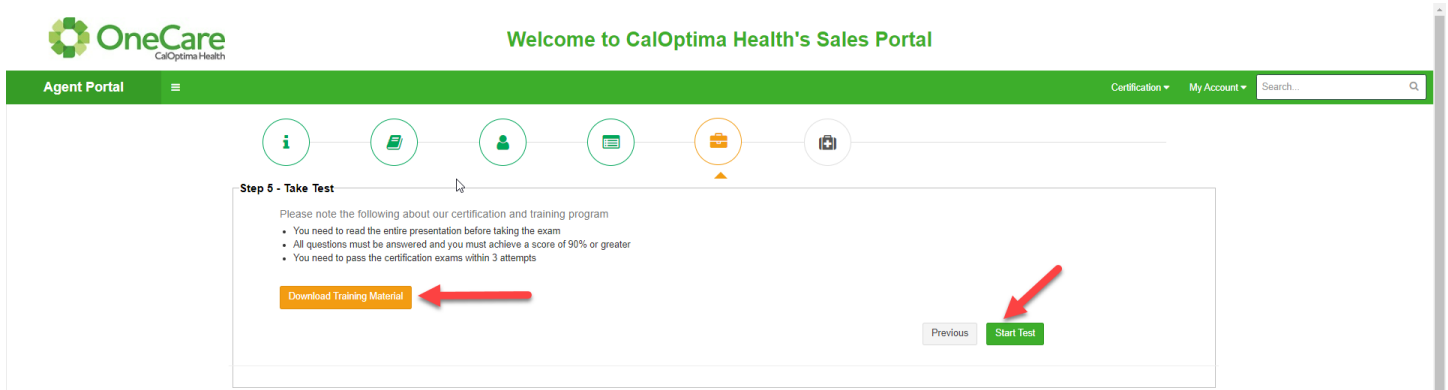
11. You will see the below screen once you have completed the test with a score of 90% or higher.
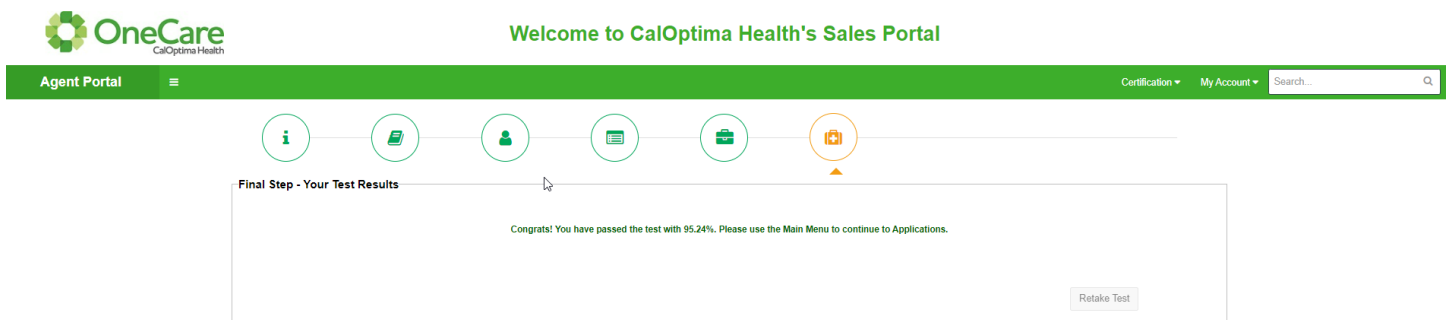
12. CalOptima Health Sales Support team will review the agent's documents and test score and approve the agent to sell. Once approved, **the agent will receive an email confirming certification approval**.