

PRO Apply

Broker
User Guide

Apply

Profile

Medical

Dental

Employee Information

Prior / Current Coverage

Provider Information

Waiver

Arbitration / Agreements

Review / Sign

Summary / Print

Whom do you want to cover for Medical Insurance? Effective date 7/1/20

John (Self)
Jerry (Child / Dependent)


ENROLL


ENROLL

2 Docs

Account Options

Terms and Conditions
© 2014 - 2019 Warner Pacific

Bronze Full PPO 6000/65 OffEx (PPO)			
 Add to Cart	Office Visits	Inpatient Hospital Services	Out-of-Pocket Max
Deductible			
\$6,000/ \$12,000 embedded	\$65/\$80 (ded waived 3 visits)	25%	\$7,550/ \$15,100 embedded; includes ded

Bronze Full PPO Savings 5300/40% OffEx (PPO)			
 Remove from Cart	Office Visits	Inpatient Hospital Services	Out-of-Pocket Max
Deductible			
\$5,300/ \$10,600 embedded	40%	40%	\$6,650/ \$13,300 embedded

Previous

WARNER 
Pacific

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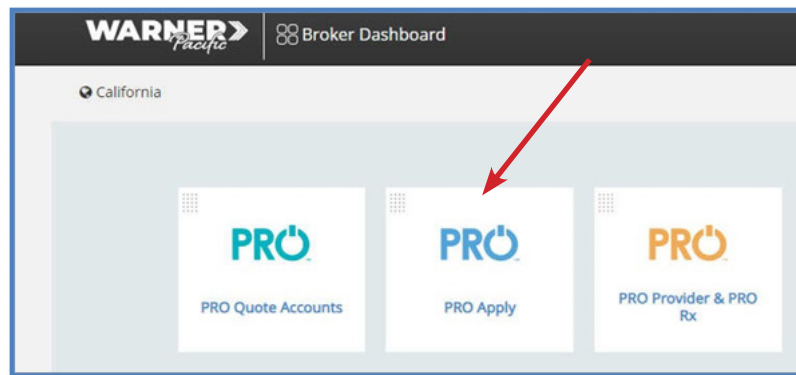
About PRO Apply

The PRO Apply online enrollment tool is easy, fast, reliable and secure. This illustrated guide will show you how to monitor your client's enrollment progress, and how to access and electronically sign the PRO Apply Master Application.

Getting Started

→ Log into your broker account at warnerpacific.com.

1. On your Broker Dashboard, click on the PRO Apply tile.



→ Accept the Terms and Conditions and click on the PRO Apply Enrollments tab.

1. Make sure you are viewing your Active Enrollments.



Master Application

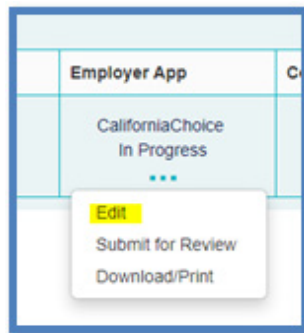
Master Applications are available to complete online in PRO Apply, for select carriers. To find out which carriers are available, please contact your Warner Pacific Sales Consultant.

- **While viewing Active Enrollments, locate your client and click on the ellipsis (...) button in the Employer App column.**

<input checked="" type="radio"/> Active Enrollments <input type="radio"/> Closed Enrollments			
Group Name	Effective Date ▲	Enrollment End Date ▲	Employer App
WP Bike shop ...	10/01/2020	09/21/2020	CaliforniaChoice In Progress ...

- **To edit and electronically sign the Master Application with your broker signature, click Edit.**

1. You can complete the application on behalf of the company. However, the owner will need to create an employee account to electronically sign the application.
2. Notify Warner Pacific so we can add the owner with Employer Admin Access.



- **Select Review/Sign to add your electronic signature to the Master Application, using your warnerpacific.com login.**

Employer Application(s)	
Company Profile	✓
Contact Information	✓
Medical	✓
Alternative	✓
Eligibility	✓
COBRA	✓
Prior Coverage	✓
Acknowledgement	✗
Review / Sign	✓

Enrollment Monitoring

Use Enrollment Monitoring to keep track of your client's enrollment progress.

Check Active Enrollments

- While viewing Active Enrollments, locate your client and click on the name of the group in the Group Name column.



Important: the ellipsis (...) button after the company name will not take you through the enrollment process. Click on the company name to continue.

You are viewing enrollments with activity in the last 90 days.

☒ Active Enrollments ☐ Closed Enrollments

Group Name	Effective Date ▲	Enrollment End Date ▲	Enrollment Status
WP Bike shop ...	10/01/2020	09/21/2020	Active

- The next screen will direct you to your client's enrollment, where you can monitor their enrollment progress.

CalChoice Open Enrollment

Please notify your broker as soon as all enrollments / waivers are completed so the enrollment process may continue.

4 Employees

Action	Name	Benefit Changes	Medical Plan	Effective Date
Remove	Jones, Jake		Signed	10/1/2020
Remove	Mouse, Mickey		Signed	10/1/2020
Remove	Mouse, Minnie		Incomplete	10/1/2020
Remove	Skywalker, Luke		Signed	10/1/2020

Thank you for using Warner Pacific's PRO Apply.
If you need assistance or would like additional training,
contact your Warner Pacific Sales Consultant at (800) 801-2300,
or email solutions@warnerpacific.com.