

Aetna doesn't require any paperwork for transfers. The agent just follows the instructions below to designate GoHealth the MGA and creates a link.

➤ **Follow the instructions below to create an agent link:**

1. Log in to [Aetna's Producer World](#)
2. Click on "Tools" in the Green bar, Left side of screen
3. Click on "Individual Tools"
4. Under the "Individual Tools" square; Choose "Personalized Broker Sales Link"
5. Select your primary state
6. Click Proceed at the bottom of the screen
7. Click IPS Link Generation Tool on the right side of the screen in tan box
8. You must click the "Add" button under "General Agent Information" (some Producer World accounts have "Edit GA Assignment" instead of "Add")
9. When prompted for the General Agent TIN, enter 263235175 and click "search"
10. Select "GoHealth"
11. Some Producer World accounts may need you to click "Save GA Assignment" to return to the previous page
12. When back on the previous page, enter any missing information.
13. Agree to the Terms and Conditions
14. Provide an E-Signature
15. Click Generate Link
16. Go to the bottom of the page. There will be a box labeled "URL." This is your personalized online apply link
17. Email link to your [agencyervices@gohealth.com](mailto:agencyervices@gohealth.com)