



BlueCross BlueShield of Texas

ComplianceWire Quick-start Steps

Follow these steps in ComplianceWire to upload a digital copy of your Individual Marketplace Curriculum Certificate of Completion, enter your training completion date and provide your Federally Facilitated Marketplace (FFM) User ID in one online form.

Quick-start Steps

Submitting FFM registration information to us is quick and easy. Just follow these steps:

1. Go to <https://www.compliancewire.com/partners/hcscproducers>.
2. For User ID, enter your own **10-digit National Producer Number (NPN)**. Add leading zeros if your NPN is not 10 digits. For example, if your NPN is 1234567, enter 0001234567.
3. For Password, enter the same **10-digit NPN**.
4. For Company Code, enter **HCSCProducers** (not case sensitive).
5. After your first log-in, you'll have to select and answer two password security questions.
6. In the **Knowledge Center** tab, in the **To-Do List** menu, find and open the **2015 Individual Marketplace Curriculum Certificate** link. Enter all required information. Note the file size and file formats allowed for uploading a copy of your certificate.
7. Apply your electronic signature.

Detailed Instructions

See the [How-to Guide on Submitting Your Marketplace Curriculum Certificate](#) for step-by-step instructions on using ComplianceWire. The guide includes detailed instructions on completing all steps of the online form, uploading your certificate, changing your password, getting your NPN, finding your FFM User ID and more.

Technical Support

For ComplianceWire Technical Support, such as logins and password resets, contact the Help Desk:
888-706-0583, Monday through Friday, 7 a.m. to 10 p.m. CT, Saturday 7 a.m. to 3:30 p.m. CT

For all other producer training issues, contact the Producer Service Center:
855-782-4272, Monday through Friday, 8 a.m. to 5 p.m. CT