



TO REVIEW YOUR MEDICARE PART D & MEDICARE ADVANTAGE OPTIONS DURING THE 2024 AEP ANNUAL ENROLLMENT PERIOD, HERE ARE YOUR NEXT STEPS!

KMi utilizes **Guided Solutions**, a web-based quoting and enrollment tool, to help our clients review and choose Part D Prescription Drug Plans or Medicare Advantage Plans. **The deadline to submit your application and enroll is 12/7/2023!**

- **Log In or Create an Account in our Guided Solutions Shop & Enroll Tool**
 1. Go to <https://kristinmanwaring.com/> and hover your mouse over the Medicare tab at the top of the page.
 2. On the drop-down menu, select “**Choose a Plan-2024 Annual Enrollment Period (AEP)**”, scroll down to the middle of the page, and click on “**Shop & Enroll Tool 2024**” button. If you don’t already have an account, please create an account by clicking “Login” on the top right of the page, and then click “Create Account” at the bottom of the pop-up window to set up your username and password.
 3. Enter in your zip code and click “View Plans”
 - If you are using a previously stored link to *Guided Solutions*, you will want to make sure you save the new link for 2024 and remove the old one.

The screenshot shows the Guided Solutions website interface. At the top left is the logo for GUIDED SOLUTIONS, with a tagline: "A non-government entity powered by Guided Solutions, a health insurance sales agency." The main content area features a photograph of an elderly couple smiling, with the text "Get covered" and "Finding a Medicare plan that is right for you is easy". Below this is a form with a "ZIP code" input field and a "View plans" button. A blue arrow points to the ZIP code field. On the top right, there is a navigation bar with "Agent Kristin", a "Cart" icon, and a "Login" dropdown menu. A yellow arrow points to the "Login" dropdown. A login pop-up window is open, containing fields for "Username" and "Password", a "Login" button, and links for "Forgot password?" and "Forgot username?". Below the pop-up, there is a "Create account" button, which is highlighted with a red arrow. At the bottom left, there is a green circular icon with a pencil, followed by the text "Enter your preferences" and a paragraph explaining that users can enter prescriptions and pharmacy information to get a better plan match. A link "Enter your preferences" is circled in green.



Enter your preferences

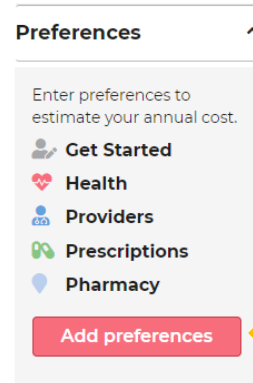
You will be able to enter your prescriptions and pharmacy to get a plan that is a best match for you. We'll estimate out-of-pocket spending to help you find a plan that may save you money. Providing your preferences is optional.

[Enter your preferences](#)

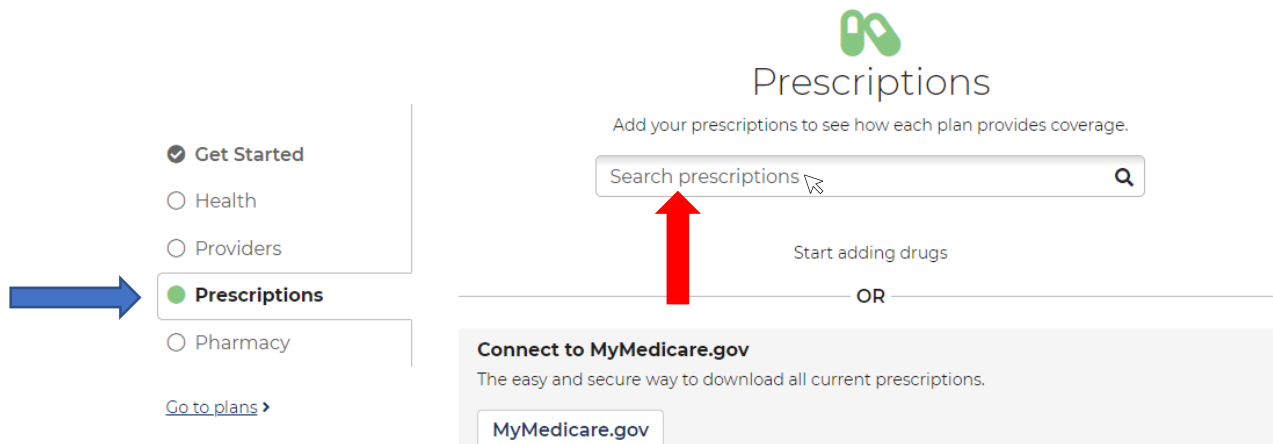
*Be sure to refer to our website at www.kristinmanwaring.com for the latest instructions on using *Guided Solutions*.

- **Enter Your Preferences - Prescription Medications and Pharmacy**

1. If you take prescription medications, we invite you to enter each of them into the system along with your preferred pharmacy selection(s). Providing this information allows you to review available plans based on your unique health needs.
2. Please have your prescription list or your medications at hand before you start. To ensure each Rx entry is saved, do not step away from this process to ensure the system doesn't time out.
3. To add your prescription medications, click the Pink "Add Preferences" button on the left-hand side of the page located under the "Preferences" folder. *If you have previously saved prescriptions to your existing Guided Solutions account, there will be an "Edit" link located next to "Prescriptions".*



- Please disregard the "Get Started", "Health", and "Providers" choices on the left side of the page and go directly to "Prescriptions" to enter your medications.
- On the "Prescriptions" page, click on the "Search prescriptions" bar and start typing the prescription medication into the search bar. After the first three or four letters of the prescription name, there should be a drop-down list of options to choose from. Select the correct prescription from the drop-down list; then select the correct dose, form, and quantity you use monthly and/or other frequency and then click "Add". Repeat this step for each of your medications.
- **Be sure to click the pink "Continue" button at the bottom right to save your info. This will take you to the add pharmacy page.**



- **IMPORTANT: To avoid issues, please enter your medications manually, and do not click on the link to the MyMedicare.gov site to download your medications.**

*Be sure to refer to our website at www.kristinmanwaring.com for the latest instructions on using Guided Solutions.



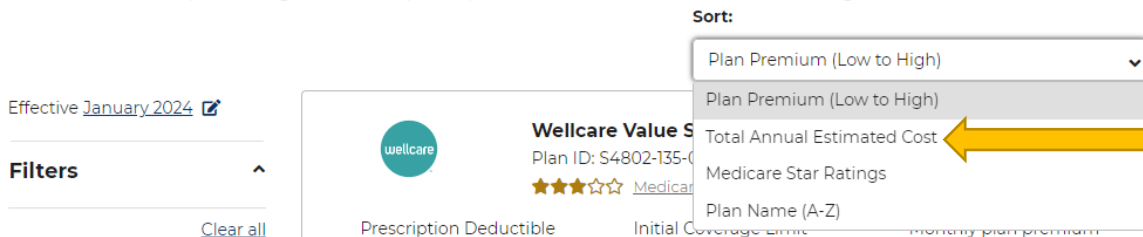
- **Enter Your Pharmacy**

1. To select your pharmacy(s) preferences, click on “Pharmacy”, and use the plus and minus signs on the map to zoom in/out and then click “Search this Area” located on the map.
2. Locate your retail pharmacy on the list provided, and then click “Add Pharmacy”.
3. To select a digital pharmacy, click on the “Digital pharmacy” tab located directly above the pharmacy map.
 - **Be sure to click the pink “Continue” button at the bottom right to save your info. This will take you to the view available plans page.**

- **Review and Finalize**

1. Confirm that your account and Rx information has been saved by logging out and logging back in.
2. To view your plan options, click “View Plans” and then click the “**Prescription Drug Plans**” or the “**Medicare Advantage Plans**” tab at the top. Be sure to click on the “Sort” drop-down menu and choose “Total Annual Estimated Cost”. Once you do this, the top plan shown will have the lowest yearly out-of-pocket costs.

Stand-alone Prescription Drug Plans cover prescription needs, but offer no medical coverage.



3. If your current Part D Drug plan is showing as one of the best options, you DO NOT need to re-enroll.

4. Click “Plan Details”, then “Prescriptions” for your chosen plan to confirm there are no restrictions on your listed medications.
5. To enroll in a new plan, **other than the plan you are already enrolled in or being mapped to**, add it to your cart and follow the prompts for enrollment. As you are completing the application, please be sure to enter your name as it appears on your Medicare ID card and verify your Medicare ID number and effective dates are accurate. DO NOT LET THE SYSTEM TIME OUT because this could cause issues with the application.
6. IMPORTANT: Please do not mark any boxes in the Eligibility section of the application.
7. Enrollment in a new drug plan for 2024 will automatically cancel your current plan effective 12/31/2023.
8. If you have questions or difficulties with the enrollment process, please call our office at (360) 385-4400.

- Disclaimer: *We do not offer every plan available in your area. Currently we represent 11 organizations which offer 71 products in your area. Any information we provide is limited to those plans we do offer in your area. Please contact Medicare.gov, 1-800-MEDICARE, or your local State Health Insurance Program (SHIP) to get information on all your options.*

*Be sure to refer to our website at www.kristinmanwaring.com for the latest instructions on using Guided Solutions.