# CREATING YOUR COVERME.GOV ACCOUNT

CoverME.gov, Maine's Health Insurance Marketplace, helps people without access to affordable coverage learn more about health insurance options, compare plans, determine whether they qualify for financial help, and enroll in quality, comprehensive health coverage.

If you are new to CoverME.gov, you will need to set up a new account in order to shop for a plan. Here are the steps to get started:

**Step 1:** On CoverME.gov, select **Shop > New Consumers** to get started.



**Step 2:** On the New Consumers page, click the green **Enroll Now** button. You can also go to enroll.coverme.gov/users/ sign\_up.

#### **New Consumers**

Depending on your expected household income for the year, you may qualify for lower costs for your marketplace plan, like advanced premium tax credits or extra savings on out-of-pocket costs so it's important to complete that section of the application. We will assess anyone in your household for MaineCare when you apply – even if you don't qualify, your children may since the State of Maine has expanded coverage for Maine kids.

#### Ready to get started?

Open Enrollment is happening now. This year, Open Enrollment runs from November 1st to December 15th for January 1st coverage or January 15th for February 1st coverage. Use our step-by-step or to see a your account.

**Step 3:** This will bring you to the page to create your CoverME.gov account. Enter an email or username and a password, then click **Create Account**.

Email or username *	Account Requirements:
	Password must match password confirmation
	Cannot contain the email/username
Password *	<ul> <li>Must contain at least 14 characters</li> </ul>
	Must contain at least one uppercase letter
	Must contain at least one lowercase letter
Password confirmation*	<ul> <li>Must contain at least one number</li> </ul>
i daamata commination	Must contain at least one character that isn't a
	number or letter
	<ul> <li>Email must be in the following format</li> </ul>
	<ul> <li>Email must be in the following format 'example@domain.com'</li> </ul>

**Step 4:** Review the CoverME.gov Privacy and Use of Your Information agreement. After reviewing the document, click **Continue to Next Step**.

✓ Welcome to CoverME.gov, your account has been created.

#### **Privacy and Use of Your Information**

CoverME\_gov understands that you are providing us with personal information about yourself and your family. We take the protection of that information very seriously. CoverME\_gov wants you to understand that your information will be used only to see whether you or your family member(s) qualify for a Marketplace health insurance plan or financial help to make your plan more affordable.

CoverHE.gov will confirm the answers you provide by matching them with information from other government agencies like the Social Security Administration. Department of Homeland Security, and the Internal Revenue Service. These data requests are authorized by the Affordable Care Act. We need this information to verify your identity, income, and other information on your application to determine if you are eligible for health coverage and financial assistance through CoverHE.gov. We may also check your information at a later time with your permission to make sure your eligibility is up to date. If your answers do not appear to match with the agencies we contact, we will ask you to send us documentation to verify your answers. We will provide a list of different documents that will help us to confirm your information.

CoverME.gov is required to keep your personal information confidential, whether it is written on paper, sent to us by computer, or told to us over the telephone. We may only use or share your information in a secure way with our employees or trusted business partners who perform their work for CoverME.gov. We also may share your information outside of CoverME.gov if you ask us to do so, or where the law provides.

CoverME.gov will also communicate with your authorized representatives and provide information to the health insurance company you select so that it can enroll you in your health plan. If you choose to use a designated representative, such as a health insurance agent, broker, or Maine Enrollment Assister, they will be able to see your application information.

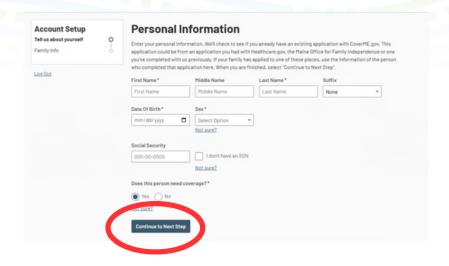
If you are applying on behalf of another family member, but not for yourself, we will not ask about your citizenship or immigration status, and we will not ask you to provide a Social Security number.

You can learn more about how we will use your information by accessing the CoverME.gov Privacy Policy which can be accessed at any time at www.coverme.gov/privacy-policy.

By selecting CONTINUE, you are saying that you understand how CoverME.gov will use the information you provide in your application, and you agree to continue with the application process. You are also indicating that you have permission from all of the people listed on the

Continue to Next Step

**Step 5:** Enter your Contact Information and Personal Information, then click **Continue to Next Step**.



We weren't able to find an existing application on CoverME.gov for you, Please verify that the information was entered correctly. We need to verify if you or you and your family are eligible to enroll in coverage

through CoverME, gov, Select "Continue to Next Step" to go to the next step of verification,

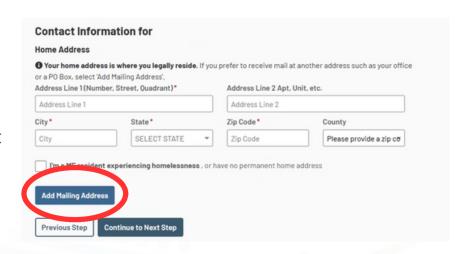
Step 6: If you are creating a new account, you will see a blue popup notification. Check that the information you entered is correct, and if it is, click

## Continue to Next Step again.

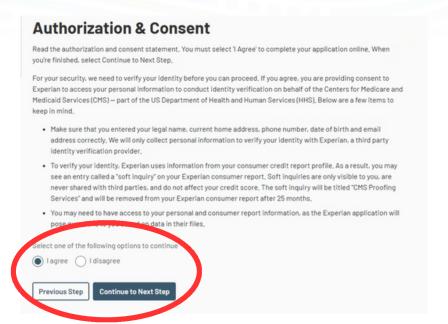
Please note: If you already have a CoverME.gov account, you will see a red pop-up notification with different instructions.

Personal Information

Step 7: Continue with your application, completing Demographic Information and Additional Contact Information. If you checked Mail as a contact preference earlier, you will need to Add Mailing Address even if it is the same as your home address.

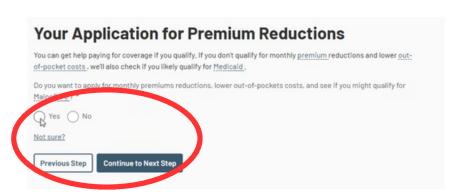


**Step 8:** Next, we will ask if you consent to us verifying your identity. CoverME.gov uses Experian to confirm your identity.

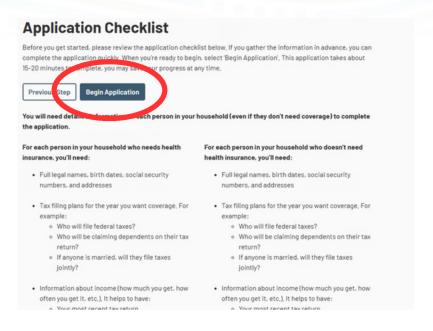


Please note: If you cannot or do not want to verify your identity online, you may upload approved documents. A list of approved documents can be found at https://www.coverme.gov/support/forms under **Verification Forms and Documents**. CoverME.gov must review and approve uploaded documents before you can proceed (typically this takes 3-5 business days).

Step 9: Next, you will be asked about applying for financial savings, also called premium reductions. If you check Yes, we will assess if you are eligible for savings. If you check No, we cannot determine if you are eligible for savings. You may miss out on significant savings.



Step 10: Review the Application
Checklist. Make sure you have all
necessary information so you can
complete your application easily.
To proceed, click Begin
Application.



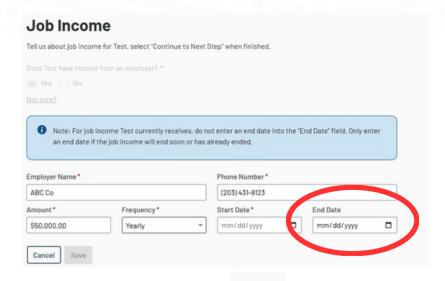
**Step 11:** When completing the Family Information section, add all members of your tax household to your account. Add them to your account even if they already have health coverage or they are not looking for coverage.

You will have the option for every person in your household to identify if they do or don't need coverage.

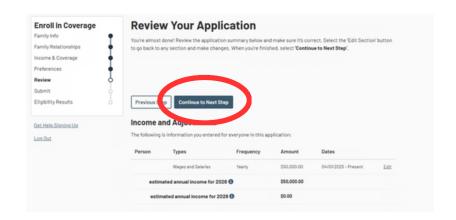
After you have added all members of your tax household, click **Continue to Next Step**.

		tep'.	
Add New Member	to Household Who	else should I include in my hou	sehold?
Member 1			
Name	Age	Sex	Relationship
Name	Age	Sex	Relationship  Child
Edit Member			
Previous St p Co	entinue to Next Step		
Does this perso	n need coverag	e?*	
Does this perso	n need coverag	e?*	

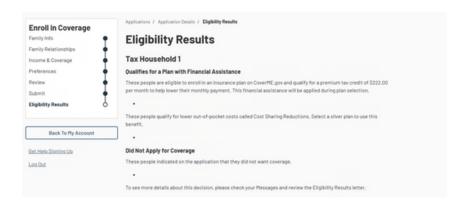
Step 12: When completing the Job Income section, leave End Date blank unless your income is ending on 12/31/2026. This could include leaving your job or permanently closing your business on this date. If you expect to have income in 2027, leave End Date blank.



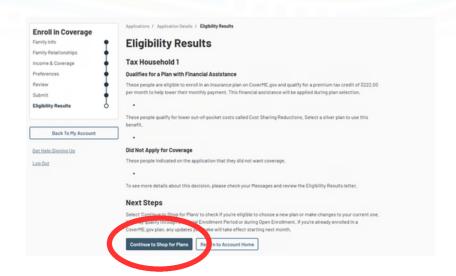
**Step 13:** Review your application. Once you have confirmed that all information is correct, click **Continue to Next Step**.



**Step 14:** You can now view your results to see if you qualify for financial savings. Financial savings on CoverME.gov are based on the income you report for your household.



**Step 15:** If you haven't already selected a plan, now is the time to shop for coverage that fits your health needs and budget. Click **Continue to Shop for Plans**.



### Questions?

Call CoverME.gov's Consumer Assistance Center at 1-866-636-0355, TTY: 711, Monday through Friday from 8 a.m. to 5 p.m. ET.

Expanded hours during Open Enrollment can be found at CoverME.gov/support/find-help.

Find free, local help by visiting CoverME.gov/localhelp.