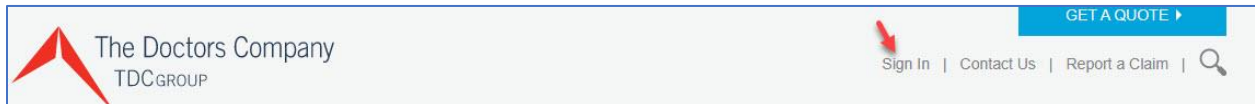


Agent/Broker Website Portal

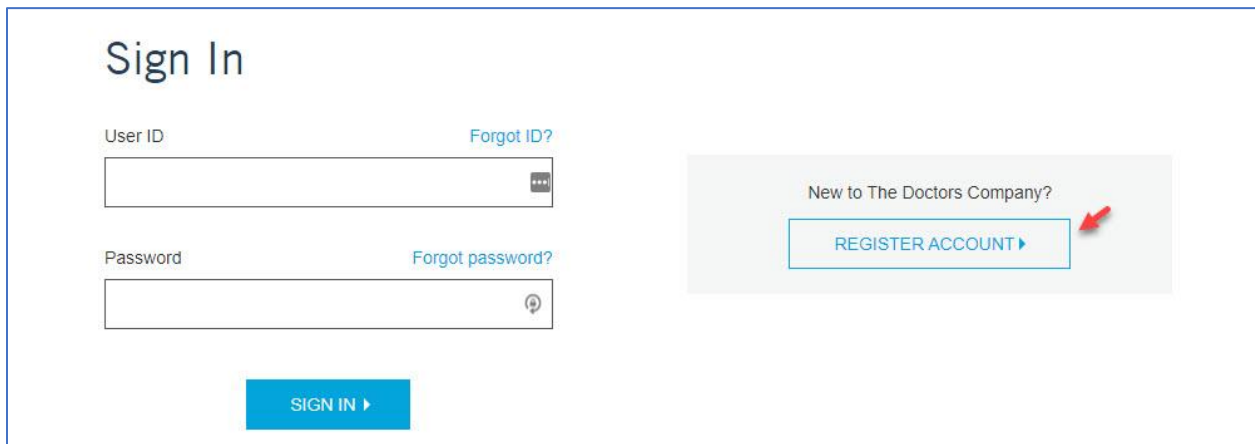
Sign Up Instructions

We recognize your role as our key partner and ambassador. To help you service your clients and manage your agency efficiently, we provide you with the Agent/Broker Portal on our Web site. These instructions help you to access our innovative online agent resources located at www.thedoctors.com.

Access www.thedoctors.com and click **Sign In**.



You see the *Sign In* screen:



Register Account

If you do not have an activated User ID and Password, click **Register Account**.

You see the *Register Your Online Member Account* screen.

Register Your Online Member Account

Please provide the following to begin:

Email address

SEND VERIFICATION CODE ▶

Already have an account?

SIGN IN ▶

Not a member?
Other online account options:

[I am an agent or broker](#) ←

[I am authorized to act on a member's behalf](#)

[I need a member's credentialing reports or other documents](#)

Click **I am an agent or broker**.

You see the *Register for an Account* screen:

Personal Details

First name

Last name

Agency name

Agency number (optional)

Agency Role
 Agent/broker Support Staff

Phone

Are you registering as a [Chubb Dental Program](#) participant?
 Yes No

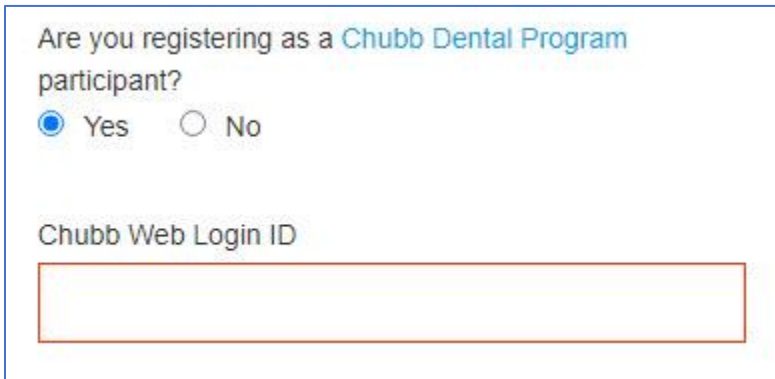
Email Address

[SEND VERIFICATION CODE ▶](#)

Complete the *Personal Details*.

Regarding the question “*Are you registering as a Chubb Dental Partnership participant.*”

Click **Yes** if you are a participant, Click **No** if not.



The screenshot shows a registration form with a blue border. At the top, it asks, "Are you registering as a Chubb Dental Program participant?". Below this question are two radio button options: "Yes" (which is selected with a blue dot) and "No". Underneath the radio buttons is a text label "Chubb Web Login ID" followed by a red-outlined rectangular input field.

If you click **Yes**, you are prompted to enter your **Chubb Web Login ID** (with correct case sensitivity).

Click **Send Verification Code**.

Personal Details

First name

Last name

Agency name

Agency number (optional)

Agency Role
 Agent/broker Support Staff

Phone

Are you registering as a [Chubb Dental Program](#) participant?
 Yes No

Email Address

SEND VERIFICATION CODE ▶ 

You see the **Verification code** field.

Verification code has been sent. Please copy it to the input box below.

Email Address

Verification code

[Send new code](#)

VERIFY CODE ▶

Agency Support will process the Verification Request. Once processed, an email is sent with a Verification Code.

From the email received, enter the Verification Code, and click **Verify Code**.

Note: If you have problems with the code provided, click [Send new code](#).

You see the *Register for an Account* screen:

The screenshot shows a registration form titled "Register for an Account". It contains the following elements from top to bottom:

- A text input field labeled "User ID".
- A text input field labeled "Create password" with an eye icon on the right side.
- A text input field labeled "Confirm password" with an eye icon on the right side.
- A dropdown menu labeled "Select a security question".
- A text input field labeled "Your answer".
- A checkbox followed by the text "I certify that I have read and agree to the [Terms of Use.](#)".
- A blue button labeled "NEXT >" at the bottom center.

Complete this screen.

Note: Your email address may appear as your User ID. Your password must be a minimum of eight characters and must include at least one capitalized letter, at least one number, and at least one special symbol such as an “!”.

When completed, click **Terms of Use** to read, and then click the **I certify that I have read and agree to the Terms of Use** check box.

Now click **Next**.

Agency Support will process the Online Account Request. Once processed, an email is sent to you with notification that your account access is activated.

Landing Page

Once you sign in, you see the Agent/Broker Website portal *Landing Page*.

The screenshot shows the landing page of the Agent/Broker Website portal. At the top left is the logo for The Doctors Company (TDC GROUP). To the right are links for My Account, Contact Us, Report a Claim, and a search icon. Below the logo is a navigation bar with links for Policy Search, Policy List, Quotes and Applications, All Documents, and Tools and Publications. The main content area features a search bar labeled 'POLICY SEARCH' with a search icon, an 'Account...' dropdown, a 'GO >' button, and a 'View All Policies' link. Below the search bar is a notice about technology platform upgrades. On the right side, there is a 'TDC Group Feature: Medical Advantage' section with a description and a 'Sign up now' link. Below this is a 'News' section with links for 'The Agent's Advocate Newsletter', 'Financial Results', 'Dividend Information', 'Marketing and Sales Support', 'Applications and Forms', 'CyberGuard PLUS', 'Key Agency Program', 'Marketing Publications', 'MPL Policy Resources', 'Promotional Merchandise', and 'The Tribute Plan'. At the bottom right of the news section is a link for 'SEE ALL TOOLS AND PUBLICATIONS FOR AGENTS'. At the bottom center of the page is the copyright notice: '© 2021 The Doctors Company. All rights reserved. Legal Notices and Privacy Policy | Do Not Sell My Data'.

If you need support to successfully sign up to access the Agent/Broker Portal, or have an Agent/Broker Portal question, suggestion, or if you would like to provide feedback, you are welcome to send an email to agencysupport@thedoctors.com or call (800) 421-2368, extension 1391.