

## SHIPTALK Registration

Alaska SHIP Counselors record every Medicare client contact and Public and Media outreach event.

To Register, please go to this website

<https://shipnr.shiptalk.org/UserRegistration.aspx>

for the first time, click on the brown box “Register”

Your USER NAME should be an email address you use regularly

Your PASSWORD is something to keep a record of

On the drop down menu for Role: make yourself an “agency user”

**\*\*If you don't find your agency you can register under “Individual Community Volunteer” OR if you're with an agency and you would like it to be in the agency list, please email [Jeanne.larson@alaska.gov](mailto:Jeanne.larson@alaska.gov) and she will add it and then you'll be able to register under your agency.**

**Under Task Function and Access please check off “Counselor” and “Public and Media Staff”**

Task Functions and Access- Authorizations (Check all that apply)	<input checked="" type="checkbox"/> Counselor
	<input type="checkbox"/> Data Submitter
	<input checked="" type="checkbox"/> Public and Media Staff
	<input type="checkbox"/> Data Editor/Reviewer
	<input type="checkbox"/> Other Staff (NPR Read Only)
	<input type="checkbox"/> Other Staff (SHIP Read Only)

**ertified Medicare Counselors:** Once you are registered as a SHIPTALK user, you should log in again and this time go to EDITMYPROFILE and request a SHIP CMS UNIQUE ID. This will enable you to call 888-647-6701 and talk to Medicare Customer Service at an “elevated level.” You will need the unique ID to use the SHIP Counselor Hotline, the beneficiary's Medicare Number, their name, address, date of birth and effective date of Medicare Part A or B.

You can put this on your phone

SHIP Hotline

888-647-6701

Your Unique ID: xxxxxxxxx