NYSOH Broker Certification - Step 1: Account Credentials

Effective September 1, 2020, the steps to become a Certified Broker with the NYSOH have been streamlined for your convenience. Certification Courses are now offered through the NYSOH and CE credits will no longer be offered. There are no fees associated to the certification courses or associated exam.

To become a certified broker with NY State of Health, complete the steps outlined below. Brokers must be currently licensed as an insurance agent or a broker in New York State.  
Note: A NYS Insurance License is separate from the NYSOH Certification.


2. On the Broker Sign-on screen, click the CLICK HERE TO REGISTER > link for New Users in the Get Started box.

NY State of Health will share all client communication as well as provide you with updates and information on the marketplace via your private email account and inbox located on the portal.
3. Next, create an NY.Gov ID that is specifically used for the Broker account. Enter your First Name, Last Name and Email Address. Confirm the Email Address and then enter the Preferred Username that will be used to sign into the Broker account on the NYSOH website. Click **Create Account** once complete.

   ![Create Account Form](image1)

   - To check if the Preferred Username entered is available, click the Check button next to name.
   - After clicking the CAPTCHA box you may have to select pictures per the given directive to prove you are not a robot. Robots are not allowed in the NYSOH.

4. Next, confirm that the information on the screen is correct. If edits are needed, click **Back**. To confirm the information is correct, click **Continue**.

   ![Continue Form](image2)
5. The last screen confirms that an activation email is being sent to the address entered. Click **Finish**.

6. In the activation email, click the **click here** link to activate the account. After activating, select the security questions and set the answers in the event the password is forgotten.
7. After activating, select the security questions and set the answers in the event the password is forgotten. Click **Continue**.

8. “You have successfully saved your secret questions and answers. Please click Continue to set your password.” Click **Continue**.

9. Next, set and confirm a password for this account. Passwords must be a minimum of 10 characters including – 1 Capital letter, 1 Digit and 1 Special Character. Click **Continue**.
10. Click **Continue** once the password is set.

11. Now that the NY.Gov ID account credentials have been set, log in to the NYSOH website at: [https://nystateofhealth.ny.gov](https://nystateofhealth.ny.gov)

*Continue to the next User Guide: NYSOH Broker Certification - Step 2: Identity Proofing and Licensing*