



COVERED CALIFORNIA
SMALL BUSINESS

Creating an Employer MyCCSB Login

Step 1:

If you have not yet registered, click the “Employer Registration” button located under the section header “Don’t have an account?”

The screenshot shows the MyCCSB Employer Login interface. On the left, there is a dark grey login form with the following elements:

- MyCCSB EMPLOYER LOGIN** header
- Email:*** field with "Enter Email" placeholder
- Password:*** field with "Enter Password" placeholder
- Remember Me
- MyCCSB | LOGIN** button
- Forgot Password? link

On the right, there is a light grey area with the following text and buttons:

- We're here to help.** We make it simple to enroll and make changes to your employer health benefits plan with Covered California for Small Business.
- Need to login as a different type of user? (with buttons for General Agent Login, Agent Login, Employee Login)
- Access as PCMI Administrator?** (with PCMI Login button)
- Don't have an account?** (with text: "If you are a Certified Insurance Agent, register for an account here." and "Register an employer account now.")
- Agent Registration** and **Employer Registration** buttons. An orange arrow points to the Employer Registration button.

The background of the screenshot shows a man and a woman in business attire looking at a tablet together.



Step 3:

Now you will enter a password and confirm it.

Then enter your email address and click “Register.”

The screenshot shows a web page titled "New Employer Registration" with a "COVERED CALIFORNIA SMALL BUSINESS" logo in the top left. The form contains the following fields and buttons:

- Enter Federal Employer ID Num:*
- Enter Email Address:*
- Enter Email Address Again:*
- Password:*
- Confirm Password:*
- Buttons: Cancel (grey), Register (teal)

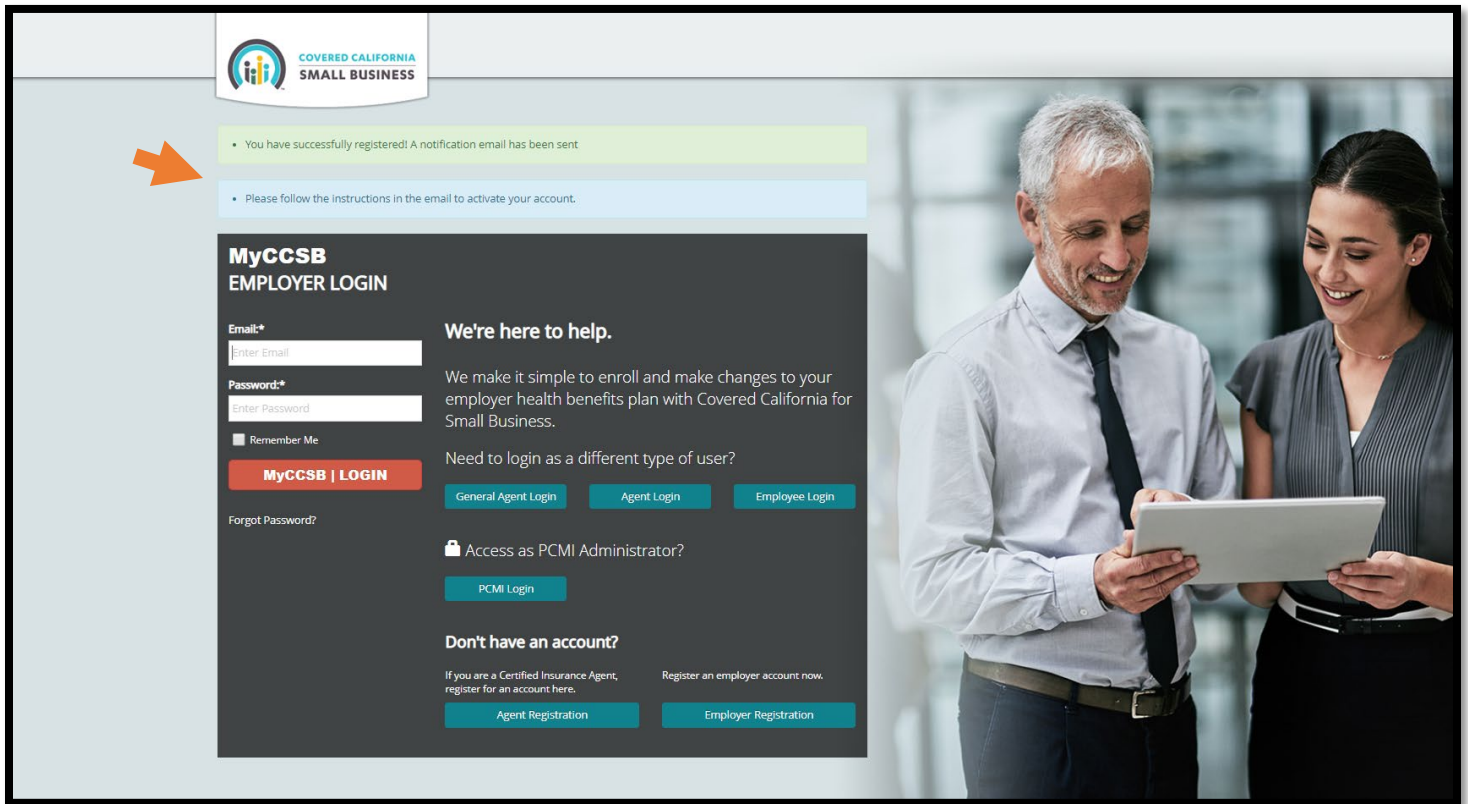
Below the form, there is a note: "Not ready to register? Get additional information or contact the CCSB sales team for support. Visit the [CCSB website](#) for details."

Note: The password needs to be at least 8 characters with at least 1 number **or** special character such as *, !, @, \$.



Step 4:

A message to follow instructions that were sent to your email and confirm your account by clicking on the provided link within the confirmation email.



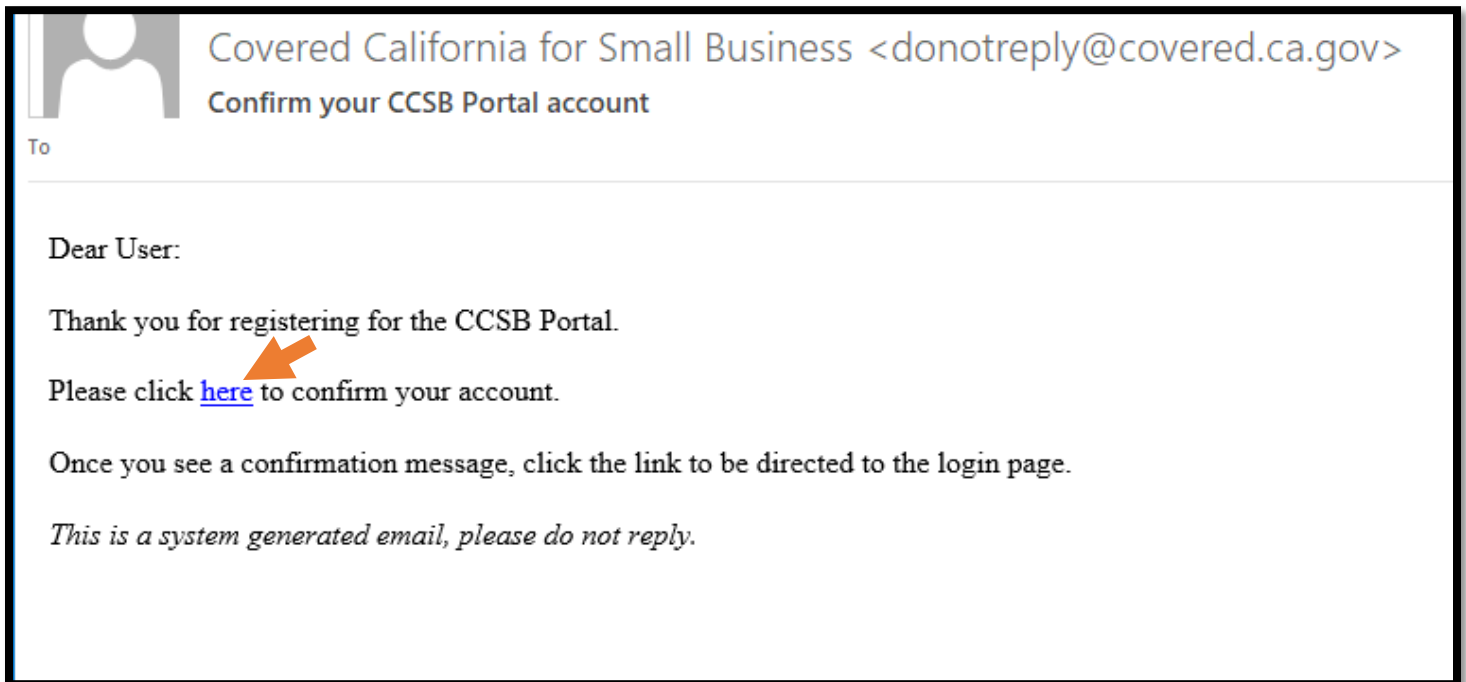


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Step 5:

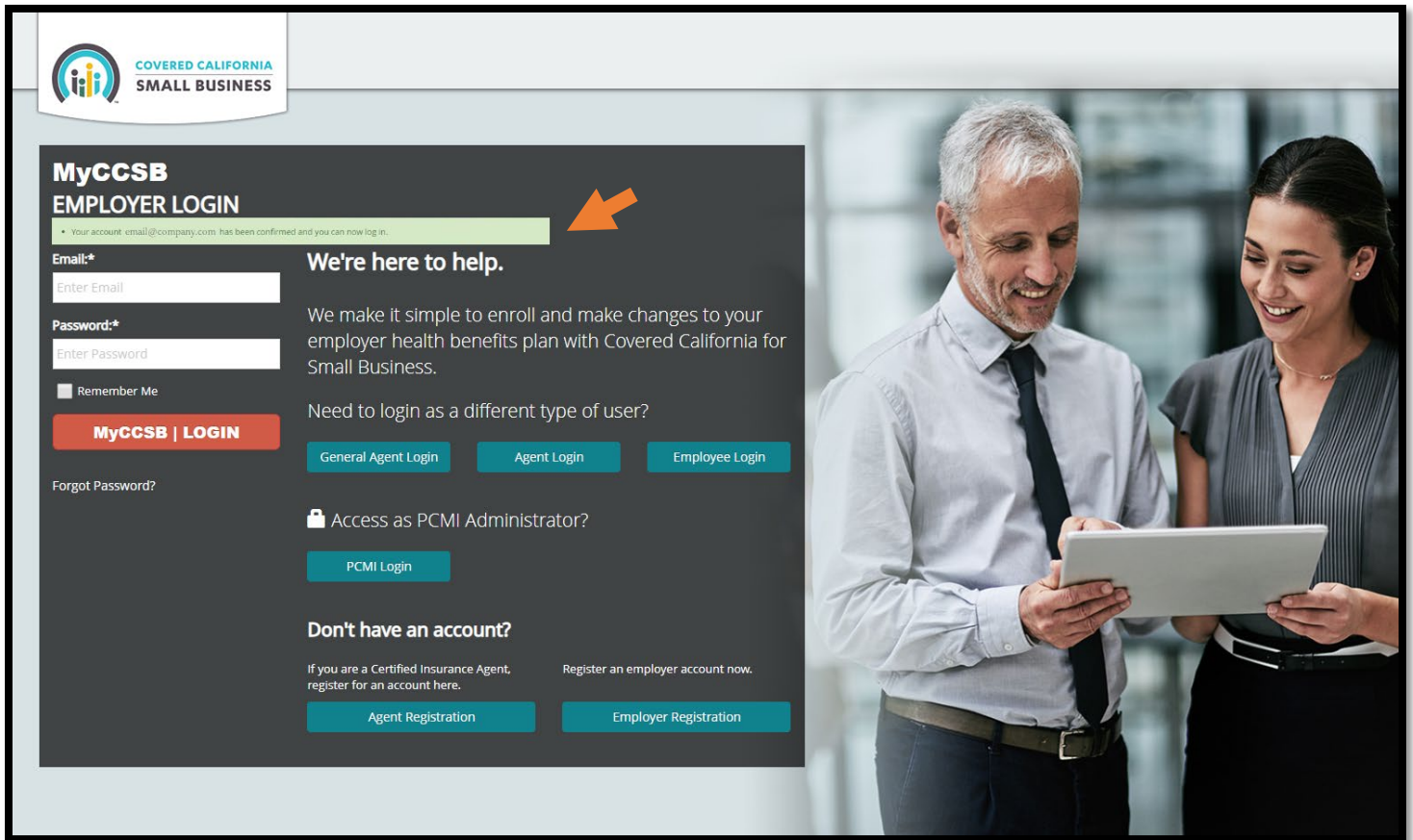
From your email message, confirm your account by clicking on the provided link.





Step 6:

After clicking on the confirmation link, you will be redirected to the MyCCSB Portal login page where a confirmation message will appear.



You are now registered! Enter your email and password, and click login to access your account.