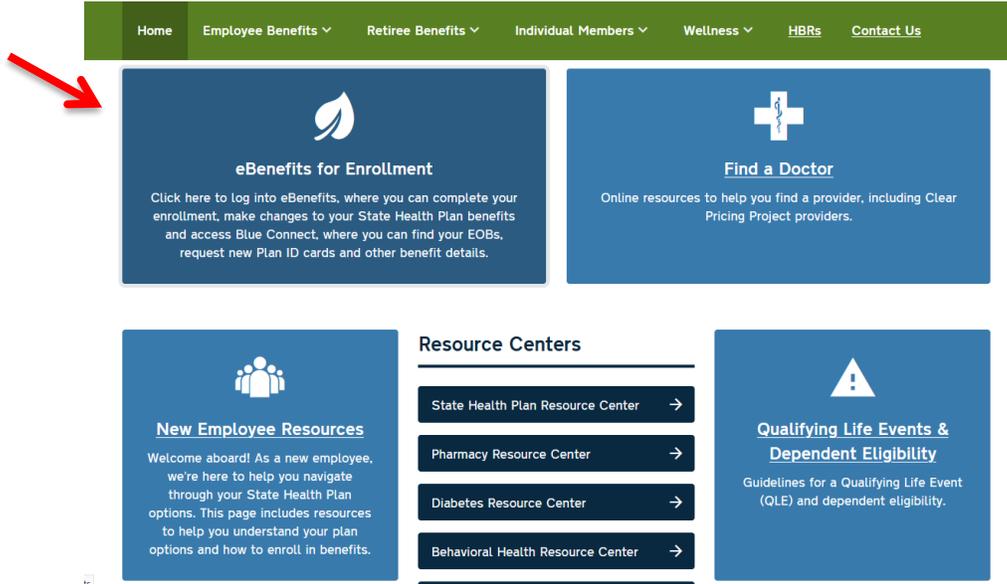


How to Complete 2023 Open Enrollment Online via eBenefits (Active Employees)

1. Go to the State Health Plan website at www.shpnc.org. Click **eBenefits** blue box.



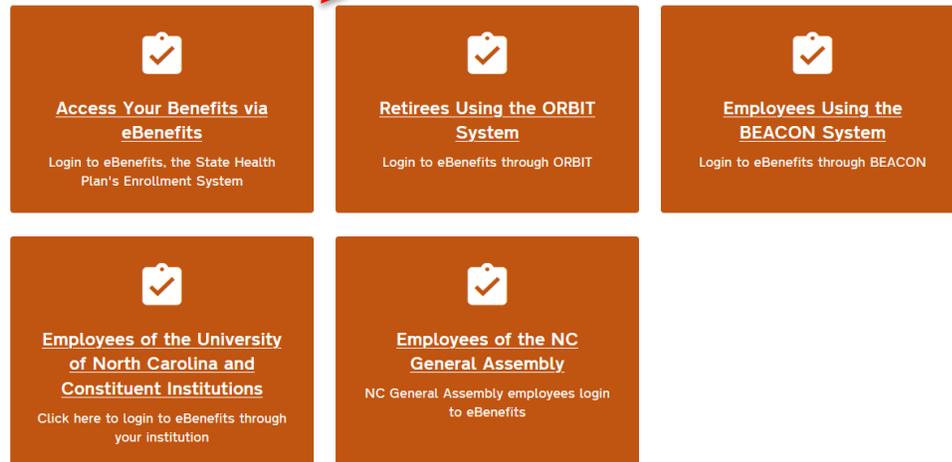
2. Select the appropriate box to access eBenefits. Then follow instructions to log in.

To log into eBenefits, click the button below for YOUR enrollment system. If your employer is not listed, select the "eBenefits" button below or contact your HR representative for assistance.

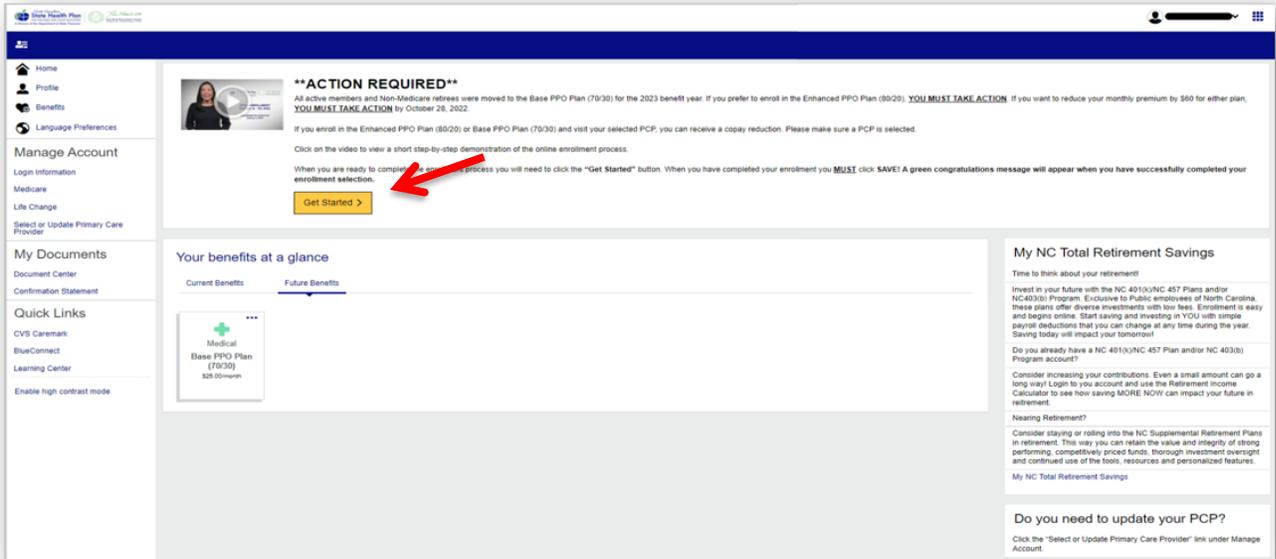
Once you're logged into eBenefits, you can complete your OPEN ENROLLMENT, make changes and access your benefit information through BlueConnect, where you can find your EOBs and order new ID cards.

Important Note Regarding Passwords:

If you are having issues logging into eBenefits, do not continue to attempt to log in or you will lock your account. Instead you have the option to reset your password. Simply click "Reset your account" then "I can't remember my password." From there you will be prompted to a screen that will ask you to enter your username so a passcode can be sent to the email address you have in eBenefits.

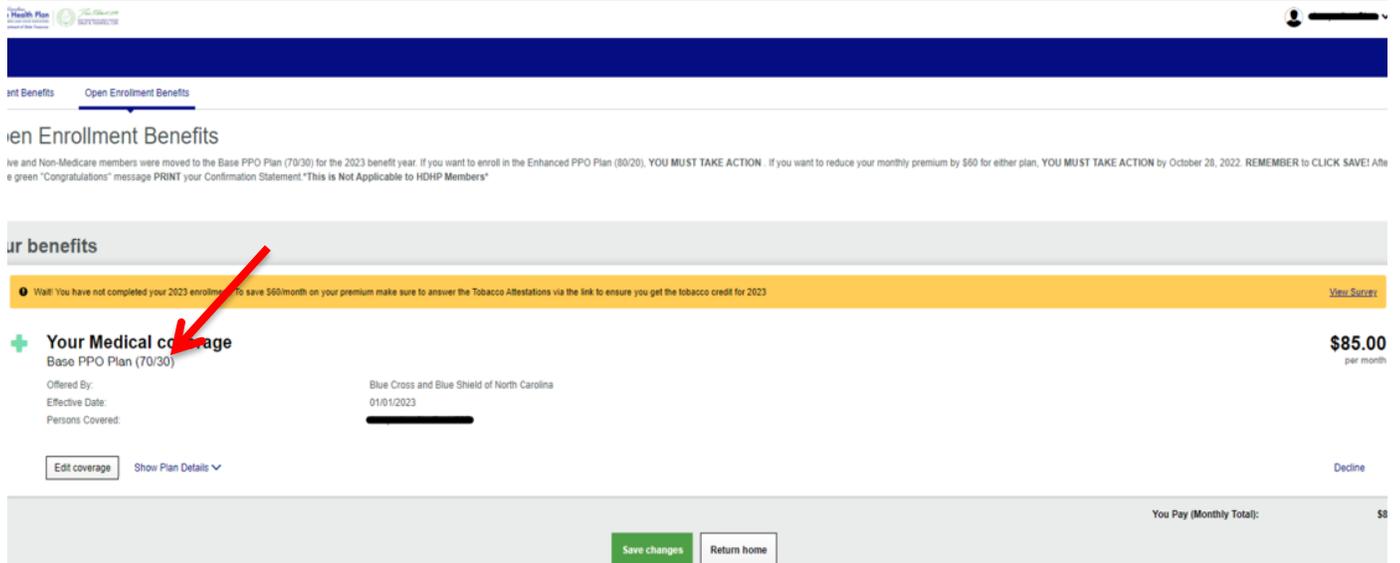


3. Then click **Get Started**.



The screenshot shows the user interface of the North Carolina State Health Plan website. A prominent message reads: ****ACTION REQUIRED****. Below this, it states: "All active members and Non-Medicare retirees were moved to the Base PPO Plan (7030) for the 2023 benefit year. If you prefer to enroll in the Enhanced PPO Plan (8020), **YOU MUST TAKE ACTION** by October 26, 2022." A red arrow points to a yellow "Get Started >" button. The page also features a sidebar with navigation options like Home, Profile, and Benefits, and a main content area with sections for "Your benefits at a glance" and "My NC Total Retirement Savings".

4. Select **Edit Coverage**.



Health Plan | Blue Cross and Blue Shield of North Carolina

Open Enrollment Benefits

Open Enrollment Benefits

Active and Non-Medicare members were moved to the Base PPO Plan (70/30) for the 2023 benefit year. If you want to enroll in the Enhanced PPO Plan (80/20), YOU MUST TAKE ACTION. If you want to reduce your monthly premium by \$60 for either plan, YOU MUST TAKE ACTION by October 28, 2022. REMEMBER TO CLICK SAVE! After a green "Congratulations" message PRINT your Confirmation Statement.*This is Not Applicable to HDHP Members*

Your benefits

⚠️ Wait! You have not completed your 2023 enrollment. To save \$60/month on your premium make sure to answer the Tobacco Attestations via the link to ensure you get the tobacco credit for 2023. [View Savings](#)

+ Your Medical coverage **\$85.00**
per month

Base PPO Plan (70/30)

Offered By: Blue Cross and Blue Shield of North Carolina

Effective Date: 01/01/2023

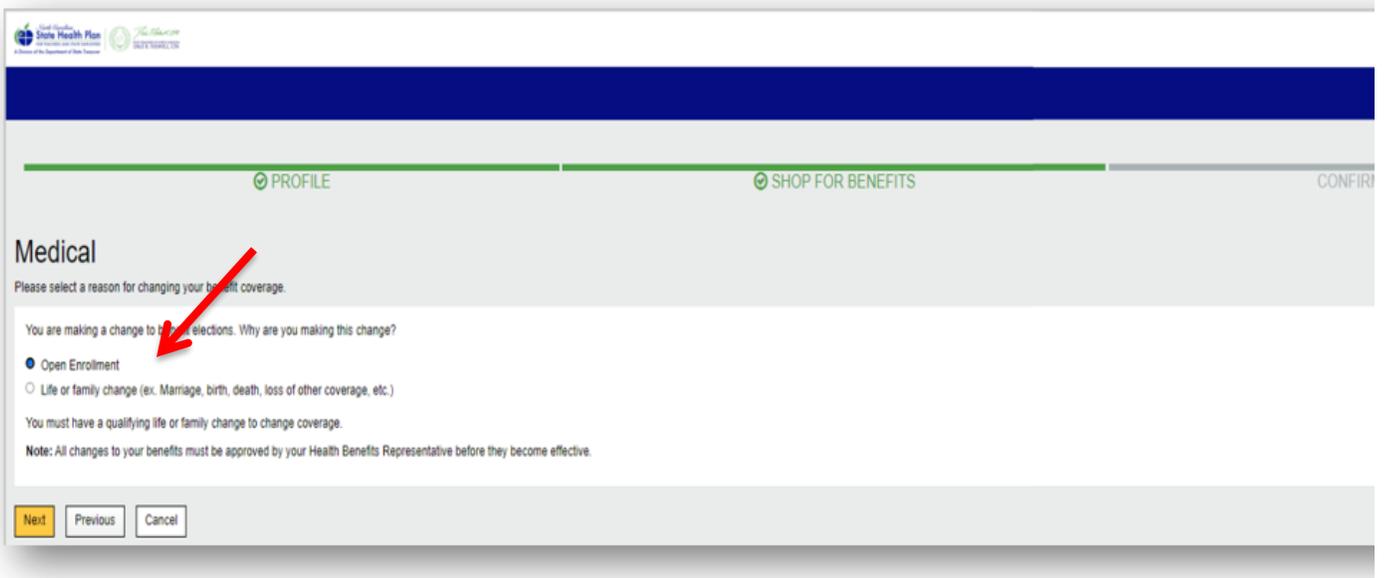
Persons Covered: _____

[Edit coverage](#) [Show Plan Details](#) Decline

You Pay (Monthly Total): \$8

[Save changes](#) [Return home](#)

5. Click **Open Enrollment** as the reason for your change.



State Health Plan | Blue Cross and Blue Shield of North Carolina

PROFILE | SHOP FOR BENEFITS | CONFIRM

Medical

Please select a reason for changing your benefit coverage.

You are making a change to your benefit elections. Why are you making this change?

Open Enrollment

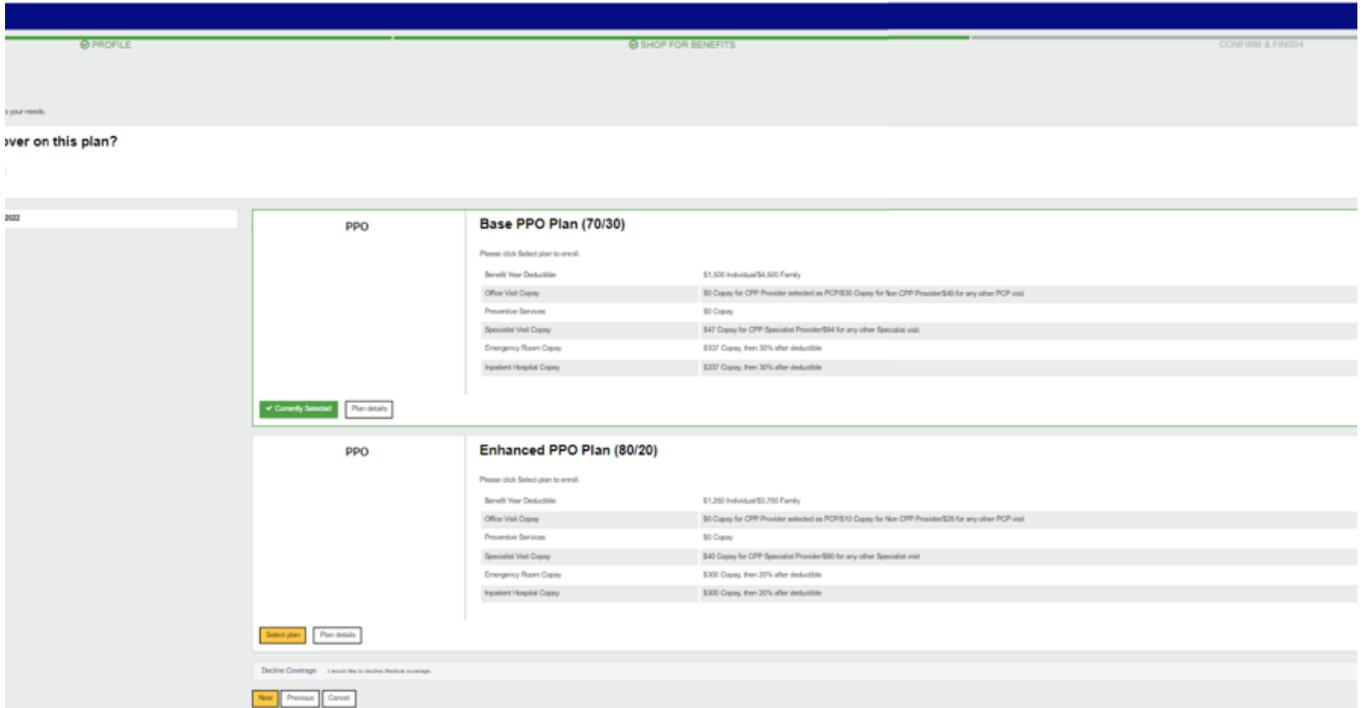
Life or family change (ex. Marriage, birth, death, loss of other coverage, etc.)

You must have a qualifying life or family change to change coverage.

Note: All changes to your benefits must be approved by your Health Benefits Representative before they become effective.

[Next](#) [Previous](#) [Cancel](#)

6. Choose a health plan option and click **Select Plan**. *Please note: All Non-Medicare members have been moved to the Base PPO Plan (70/30). If you want to select the Enhanced PPO Plan (80/20), scroll down to that plan and click Select Plan.* If you need to add a dependent, click on the **Add Dependent** link and follow the instructions.

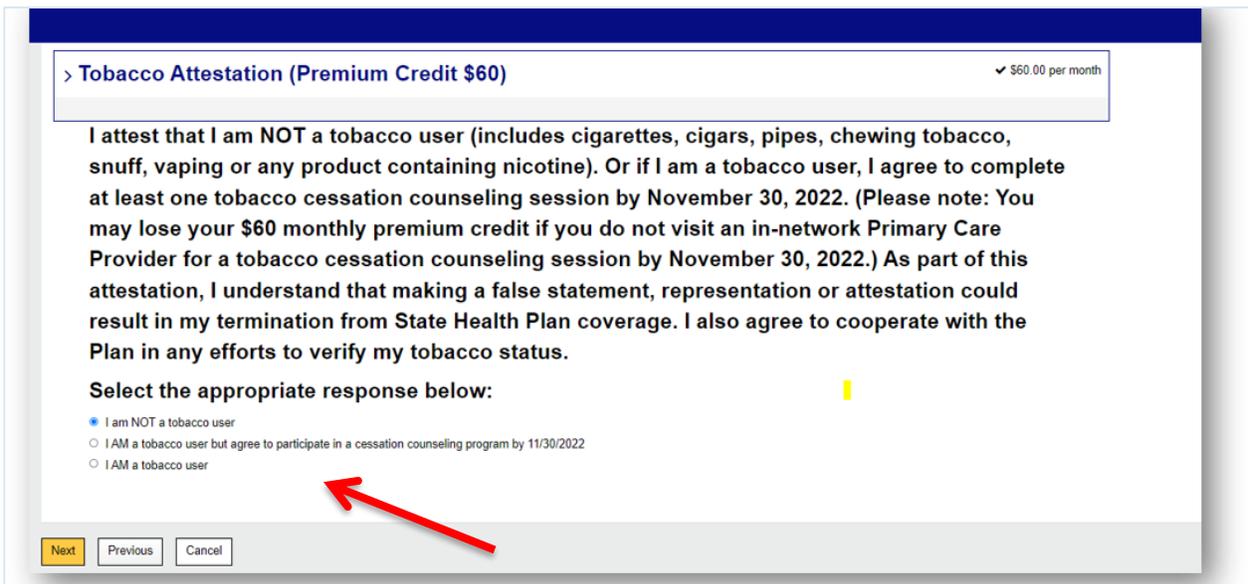


The screenshot shows a web interface for selecting a health plan. At the top, there are navigation links for 'PROFILE', 'SHOP FOR BENEFITS', and 'CONFIRM & FINISH'. Below these, there's a section titled 'over on this plan?'. The main content area displays two plan options:

- Base PPO Plan (70/30)**: This plan is currently selected, indicated by a green checkmark and the text 'Currently Selected'. It has a benefit year deductible of \$1,500 Individual/\$4,500 Family. Other details include: Office Visit Copay (\$0 for CFP, \$10 for others), Preventive Services (\$0), Specialist Visit Copay (\$47 for CFP, \$94 for others), Emergency Room Copay (\$37 after deductible), and Inpatient Hospital Copay (\$37 after deductible).
- Enhanced PPO Plan (80/20)**: This plan is not selected. It has a benefit year deductible of \$1,200 Individual/\$3,750 Family. Other details include: Office Visit Copay (\$0 for CFP, \$10 for others), Preventive Services (\$0), Specialist Visit Copay (\$40 for CFP, \$80 for others), Emergency Room Copay (\$30 after deductible), and Inpatient Hospital Copay (\$30 after deductible).

At the bottom of the plan selection area, there are buttons for 'Select plan', 'Plan details', and 'Decline Coverage'. Below these are 'Next', 'Previous', and 'Cancel' buttons.

7. On the Tobacco Attestation page, select the appropriate answer. Then click **Next**.



The screenshot shows the 'Tobacco Attestation' page. At the top, there's a title 'Tobacco Attestation (Premium Credit \$60)' and a dropdown menu showing '\$60.00 per month'. Below the title, there's a paragraph of text:

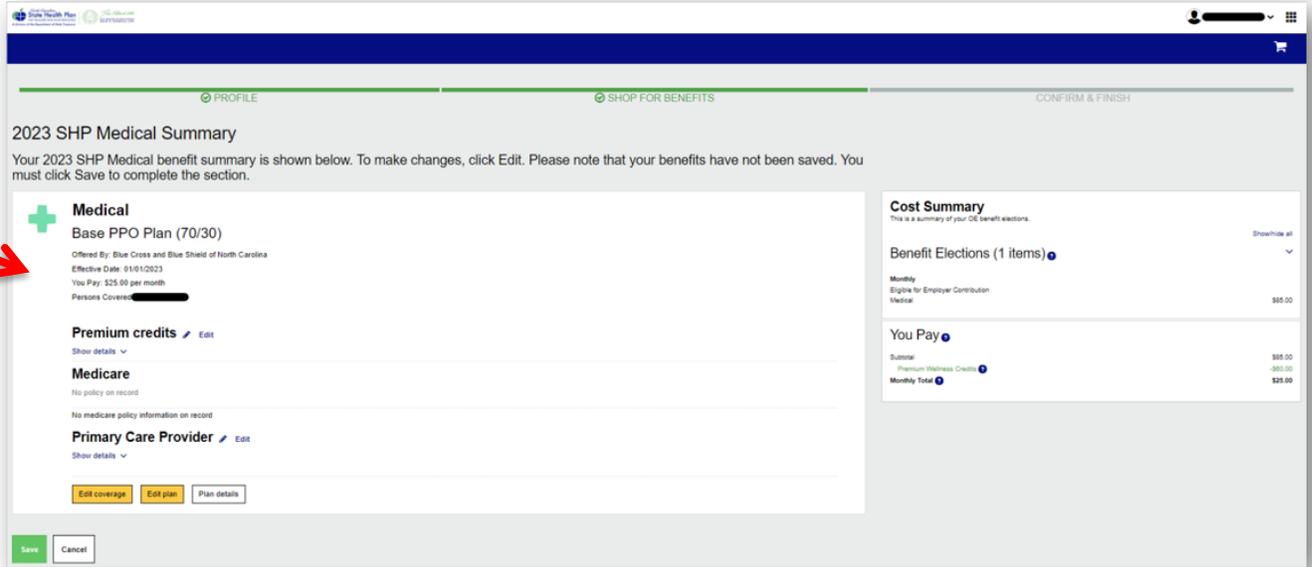
I attest that I am NOT a tobacco user (includes cigarettes, cigars, pipes, chewing tobacco, snuff, vaping or any product containing nicotine). Or if I am a tobacco user, I agree to complete at least one tobacco cessation counseling session by November 30, 2022. (Please note: You may lose your \$60 monthly premium credit if you do not visit an in-network Primary Care Provider for a tobacco cessation counseling session by November 30, 2022.) As part of this attestation, I understand that making a false statement, representation or attestation could result in my termination from State Health Plan coverage. I also agree to cooperate with the Plan in any efforts to verify my tobacco status.

Select the appropriate response below:

- I am NOT a tobacco user
- I AM a tobacco user but agree to participate in a cessation counseling program by 11/30/2022
- I AM a tobacco user

At the bottom of the page, there are three buttons: 'Next', 'Previous', and 'Cancel'. A red arrow points to the 'Next' button.

8. Once your plan has been selected, click **Save**. Make sure you have a Primary Care Provider (PCP) selected. [Click here](#) to find out more about the savings you can receive by selecting a Clear Pricing Project PCP.



2023 SHP Medical Summary

Your 2023 SHP Medical benefit summary is shown below. To make changes, click Edit. Please note that your benefits have not been saved. You must click Save to complete the section.

Medical
Base PPO Plan (70/30)
Offered By: Blue Cross and Blue Shield of North Carolina
Effective Date: 01/01/2023
You Pay: \$25.00 per month
Persons Covered: [REDACTED]

Premium credits Edit
Show details

Medicare
No policy on record
No medicare policy information on record

Primary Care Provider Edit
Show details

Edit coverage Edit plan Plan details

Save Cancel

Cost Summary
This is a summary of your '03 benefit elections.

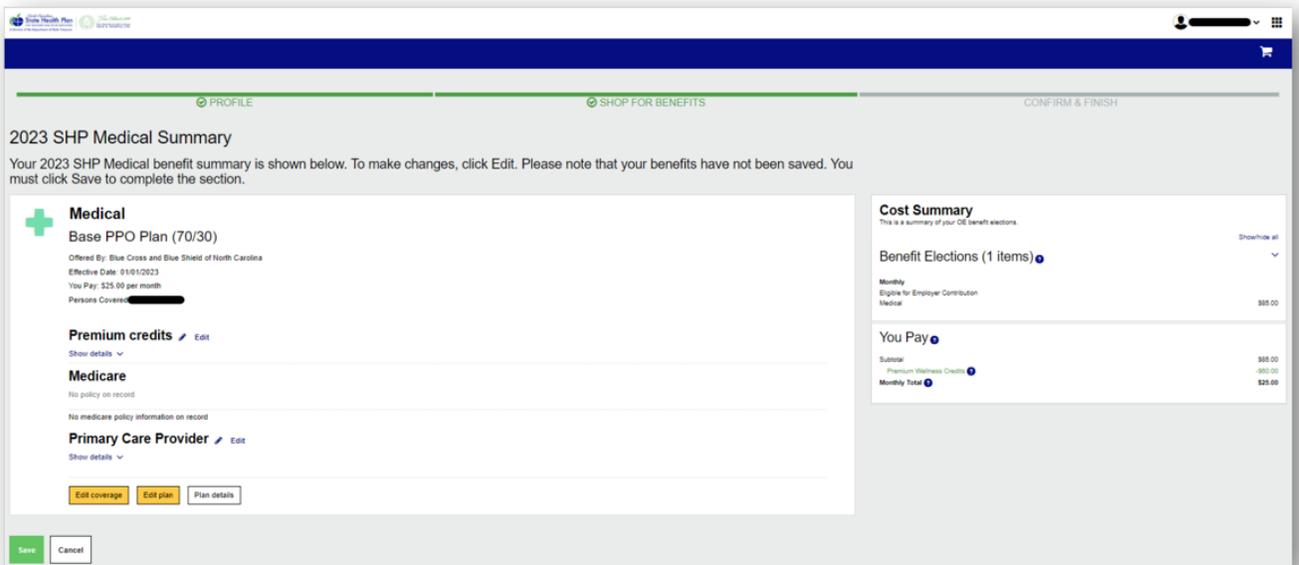
Benefit Elections (1 items) Show/hide all

Monthly Eligible for Employer Contribution Medical	\$65.00
--	---------

You Pay

Subtotal	\$65.00
Premium Wellness Credits	-\$65.00
Monthly Total	\$25.00

9. Click **Save Changes** to confirm your elections and return to the Home page.



2023 SHP Medical Summary

Your 2023 SHP Medical benefit summary is shown below. To make changes, click Edit. Please note that your benefits have not been saved. You must click Save to complete the section.

Medical
Base PPO Plan (70/30)
Offered By: Blue Cross and Blue Shield of North Carolina
Effective Date: 01/01/2023
You Pay: \$25.00 per month
Persons Covered: [REDACTED]

Premium credits Edit
Show details

Medicare
No policy on record
No medicare policy information on record

Primary Care Provider Edit
Show details

Edit coverage Edit plan Plan details

Save Cancel

Cost Summary
This is a summary of your '03 benefit elections.

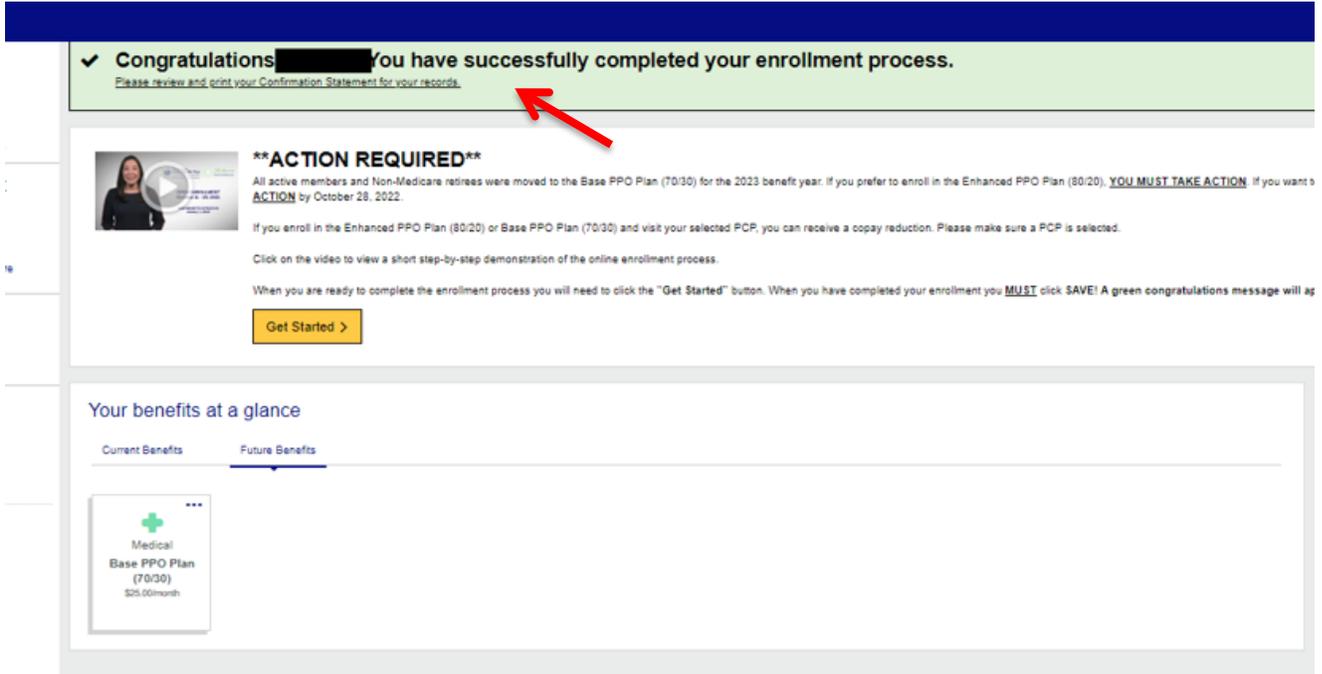
Benefit Elections (1 items) Show/hide all

Monthly Eligible for Employer Contribution Medical	\$65.00
--	---------

You Pay

Subtotal	\$65.00
Premium Wellness Credits	-\$65.00
Monthly Total	\$25.00

10. A green congratulations message will appear once you have successfully completed your enrollment. Click on the **“Confirmation Statement”** to access a printable version of all your benefits for your records.



✓ **Congratulations [redacted] you have successfully completed your enrollment process.**
Please review and print your Confirmation Statement for your records.

****ACTION REQUIRED****
All active members and Non-Medicare retirees were moved to the Base PPO Plan (70/30) for the 2023 benefit year. If you prefer to enroll in the Enhanced PPO Plan (80/20), **YOU MUST TAKE ACTION** if you want to **ACTION** by October 28, 2022.
If you enroll in the Enhanced PPO Plan (80/20) or Base PPO Plan (70/30) and visit your selected PCP, you can receive a copay reduction. Please make sure a PCP is selected.
Click on the video to view a short step-by-step demonstration of the online enrollment process.
When you are ready to complete the enrollment process you will need to click the "Get Started" button. When you have completed your enrollment you **MUST** click SAVE! A green congratulations message will appear.

[Get Started >](#)

Your benefits at a glance

Current Benefits Future Benefits

 Medical Base PPO Plan (70/30)
\$25.00/month

Need Assistance? Please call the Eligibility and Enrollment Support Center at 855-859-0966. During Open Enrollment, the Support Center is offering extended hours: Monday-Friday 8 a.m. - 10 p.m. and Saturdays 8 a.m. - 5 p.m.