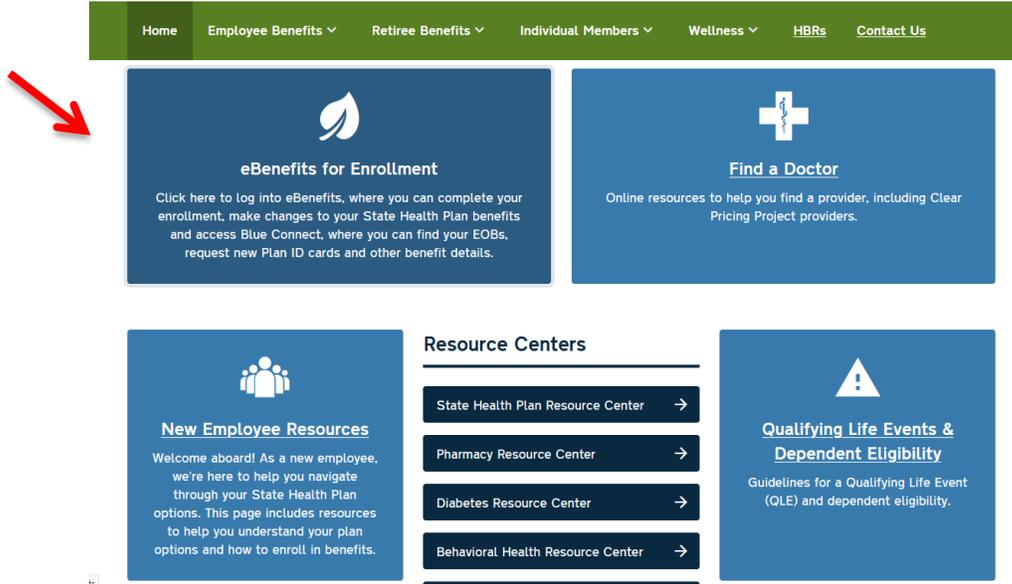


How to Complete 2023 Open Enrollment Online via eBenefits (Non-Medicare Retirees)

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



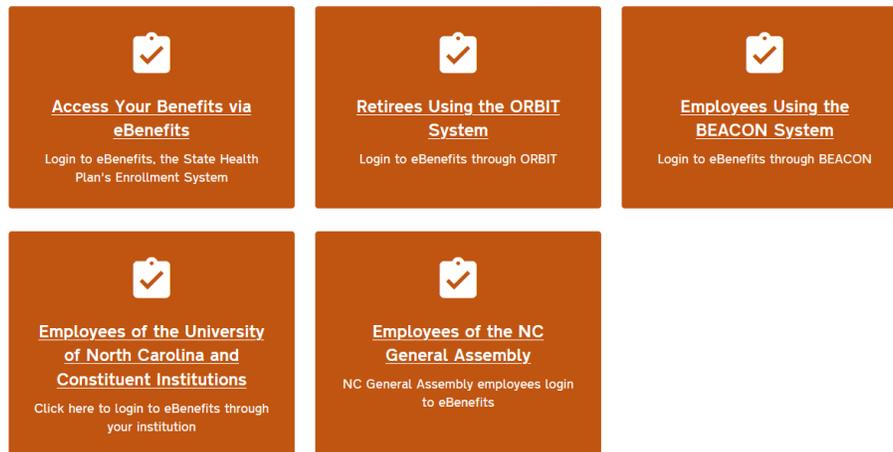
2. Click **Retirees Using the ORBIT System**.

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.

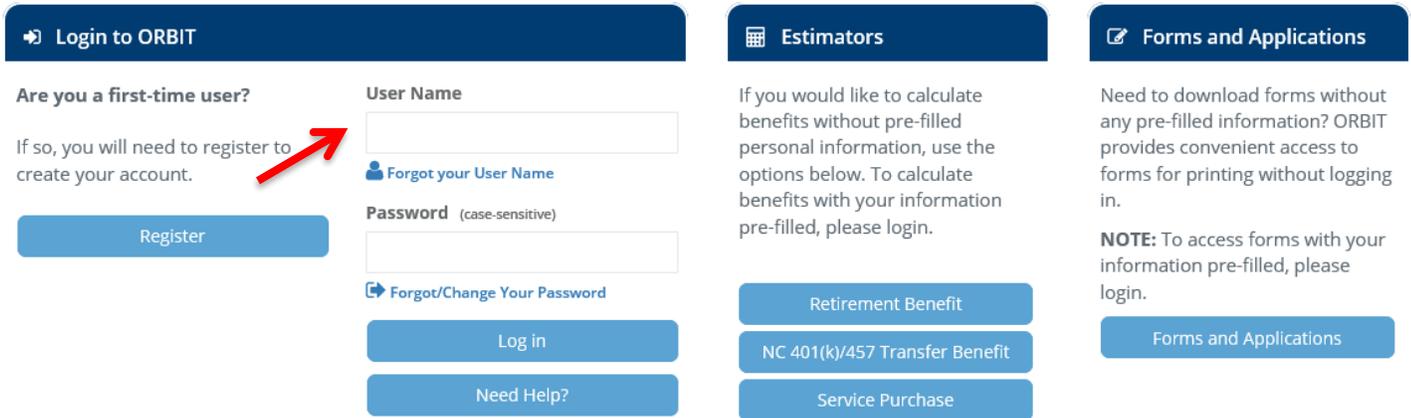
Once you're logged into eBenefits, you can complete your OPEN ENROLLMENT, make changes and access your benefit information through BlueConnect, where you can find your EOBs and order new ID cards.

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.

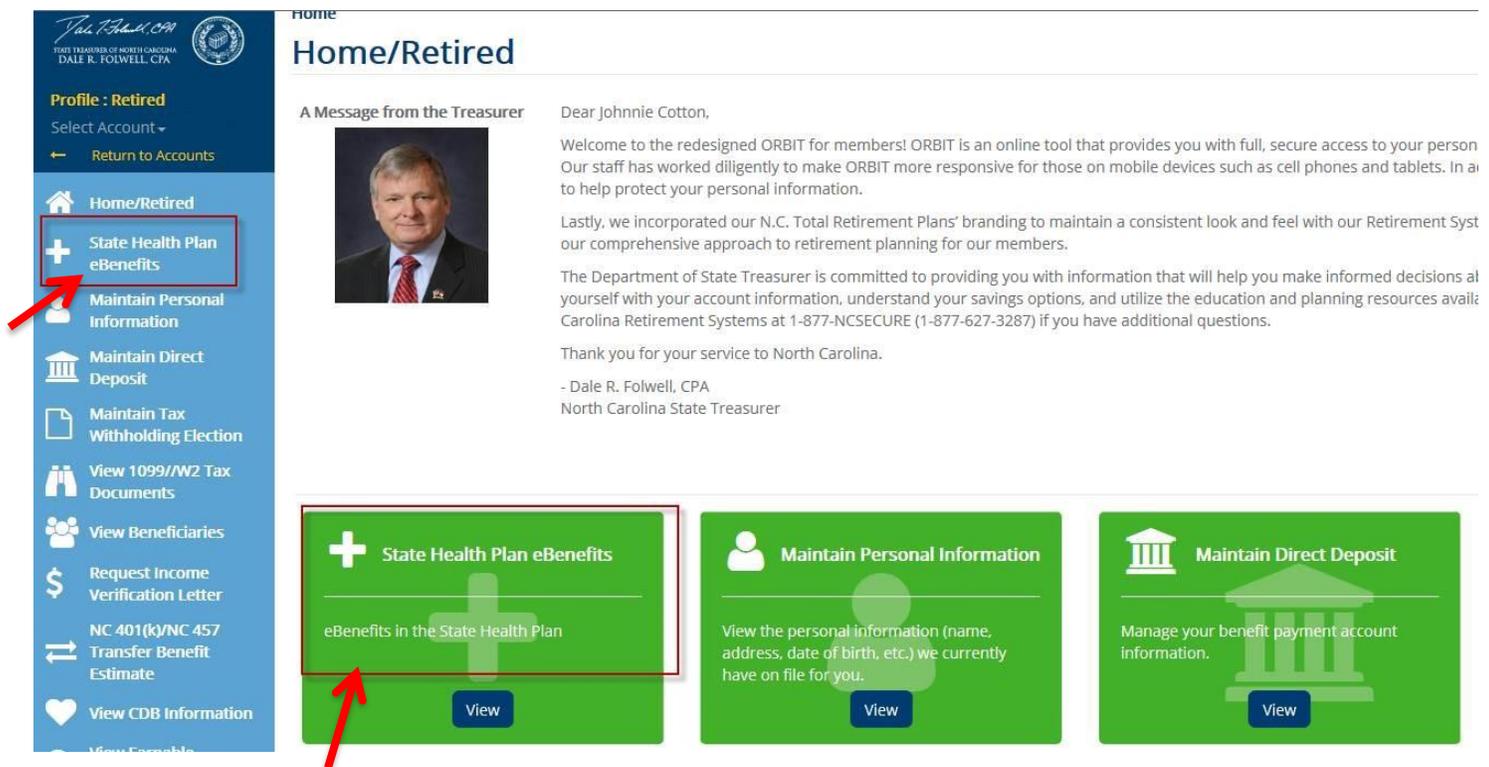


3. Enter your **ORBIT Username and Password** and then click **Log in**. If you can't remember your username and password, follow the steps to reset your username or password.



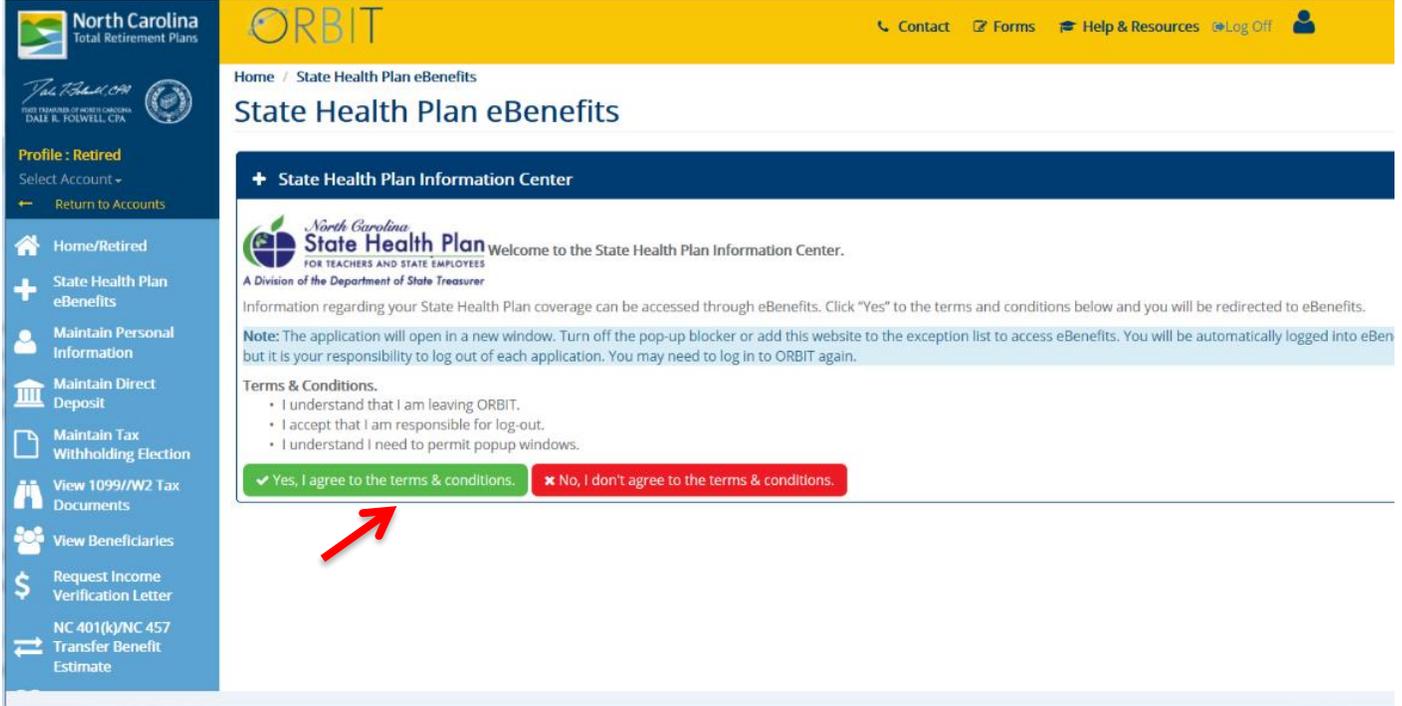
The screenshot shows the ORBIT login interface. On the left, there is a 'Login to ORBIT' button. Below it, a section asks 'Are you a first-time user?' with a 'Register' button. A red arrow points to the 'Register' button. In the center, there are input fields for 'User Name' and 'Password (case-sensitive)', with 'Forgot your User Name' and 'Forgot/Change Your Password' links. Below these are 'Log in' and 'Need Help?' buttons. On the right, there are three main sections: 'Estimators' with buttons for 'Retirement Benefit', 'NC 401(k)/457 Transfer Benefit', and 'Service Purchase'; and 'Forms and Applications' with a 'Forms and Applications' button. A note states: 'Need to download forms without any pre-filled information? ORBIT provides convenient access to forms for printing without logging in. NOTE: To access forms with your information pre-filled, please login.'

4. Once logged in to your ORBIT account, select the **State Health Plan eBenefits** menu item on the left side of the screen or in the green box below.



The screenshot shows the ORBIT dashboard for a retired user. The top left navigation menu includes 'Home/Retired', 'State Health Plan eBenefits' (highlighted with a red box and arrow), 'Maintain Personal Information', 'Maintain Direct Deposit', 'Maintain Tax Withholding Election', 'View 1099/W2 Tax Documents', 'View Beneficiaries', 'Request Income Verification Letter', 'NC 401(k)/NC 457 Transfer Benefit Estimate', and 'View CDB Information'. The main content area features a 'Home/Retired' header, a message from the Treasurer, and three large green action cards: 'State Health Plan eBenefits' (highlighted with a red box and arrow), 'Maintain Personal Information', and 'Maintain Direct Deposit'. Each card has a 'View' button.

5. You will be asked to agree to the **Terms and Conditions** to continue. Please be sure to turn off your pop-up blocker or accept pop-ups from this website. You will not be able to continue until this has been completed.



North Carolina Total Retirement Plans | **ORBIT** | Contact | Forms | Help & Resources | Log Off

Home / State Health Plan eBenefits

State Health Plan eBenefits

State Health Plan Information Center


North Carolina State Health Plan
 FOR TEACHERS AND STATE EMPLOYEES
 A Division of the Department of State Treasurer

Welcome to the State Health Plan Information Center.

Information regarding your State Health Plan coverage can be accessed through eBenefits. Click "Yes" to the terms and conditions below and you will be redirected to eBenefits.

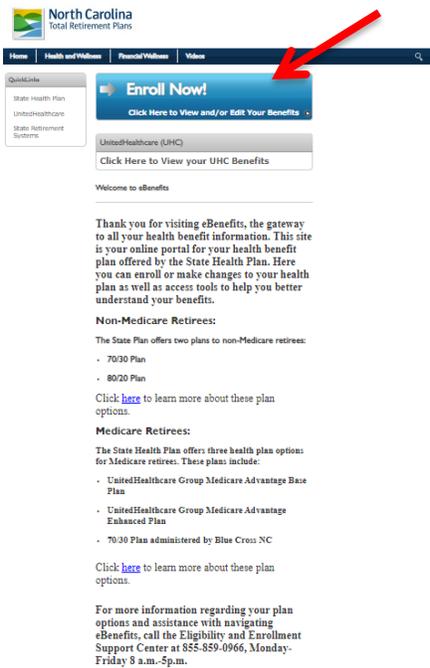
Note: The application will open in a new window. Turn off the pop-up blocker or add this website to the exception list to access eBenefits. You will be automatically logged into eBenefits but it is your responsibility to log out of each application. You may need to log in to ORBIT again.

Terms & Conditions.

- I understand that I am leaving ORBIT.
- I accept that I am responsible for log-out.
- I understand I need to permit popup windows.

Yes, I agree to the terms & conditions.
 No, I don't agree to the terms & conditions.

6. After clicking on "Yes I agree to the terms & conditions" you will see the screen below and may begin the enrollment process by clicking on "Enroll Now."



North Carolina Total Retirement Plans | Home | Health and Wellness | Financial Wellness | Video

Enroll Now!
 Click Here to View and/or Edit Your Benefits

UnitedHealthcare (UHC)
 Click Here to View your UHC Benefits

Welcome to eBenefits

Thank you for visiting eBenefits, the gateway to all your health benefit information. This site is your online portal for your health benefit plan offered by the State Health Plan. Here you can enroll or make changes to your health plan as well as access tools to help you better understand your benefits.

Non-Medicare Retirees:

The State Plan offers two plans to non-Medicare retirees:

- 70/30 Plan
- 80/20 Plan

Click [here](#) to learn more about these plan options.

Medicare Retirees:

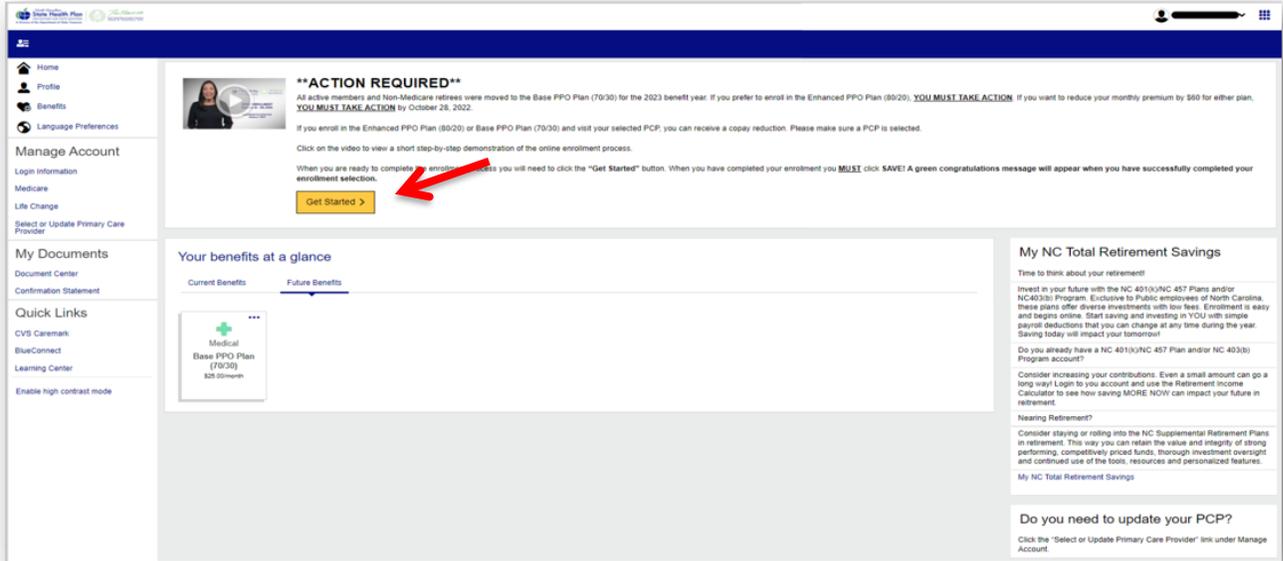
The State Health Plan offers three health plan options for Medicare retirees. These plans include:

- UnitedHealthcare Group Medicare Advantage Base Plan
- UnitedHealthcare Group Medicare Advantage Enhanced Plan
- 70/30 Plan administered by Blue Cross NC

Click [here](#) to learn more about these plan options.

For more information regarding your plan options and assistance with navigating eBenefits, call the Eligibility and Enrollment Support Center at 855-859-0966, Monday-Friday 8 a.m.-5p.m.

- Once you are in eBenefits, you will see a link under “Manage Account” where you can **Select or Update your Primary Care Provider** information right on the Home Page. Then click **Get Started**.



****ACTION REQUIRED****
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. If you want to reduce your monthly premium by \$60 for either plan, **YOU MUST TAKE ACTION** by October 26, 2022.

If you enroll in the Enhanced PPO Plan (8020) or Base PPO Plan (7030) 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 your 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 when you have successfully completed your enrollment selection.

[Get Started >](#)

Your benefits at a glance

Current Benefits | **Future Benefits**

Medical Base PPO Plan (7030) \$250/month

My NC Total Retirement Savings

Time to think about your retirement!

Invest in your future with the NC 401(k)/NC 457 Plans and/or NC 403(b) Program. Exclusive to Public employees of North Carolina, these plans offer diverse investments with low fees. Enrollment is easy and begins online. Start saving and investing in YOU with simple payroll deductions that you can change at any time during the year. Saving today will impact your tomorrow!

Do you already have a NC 401(k)/NC 457 Plan and/or NC 403(b) Program account?

Consider increasing your contributions. Even a small amount can go a long way! Log in to your account and use the Retirement Income Calculator to see how saving MORE NOW can impact your future in retirement.

Nearing Retirement?

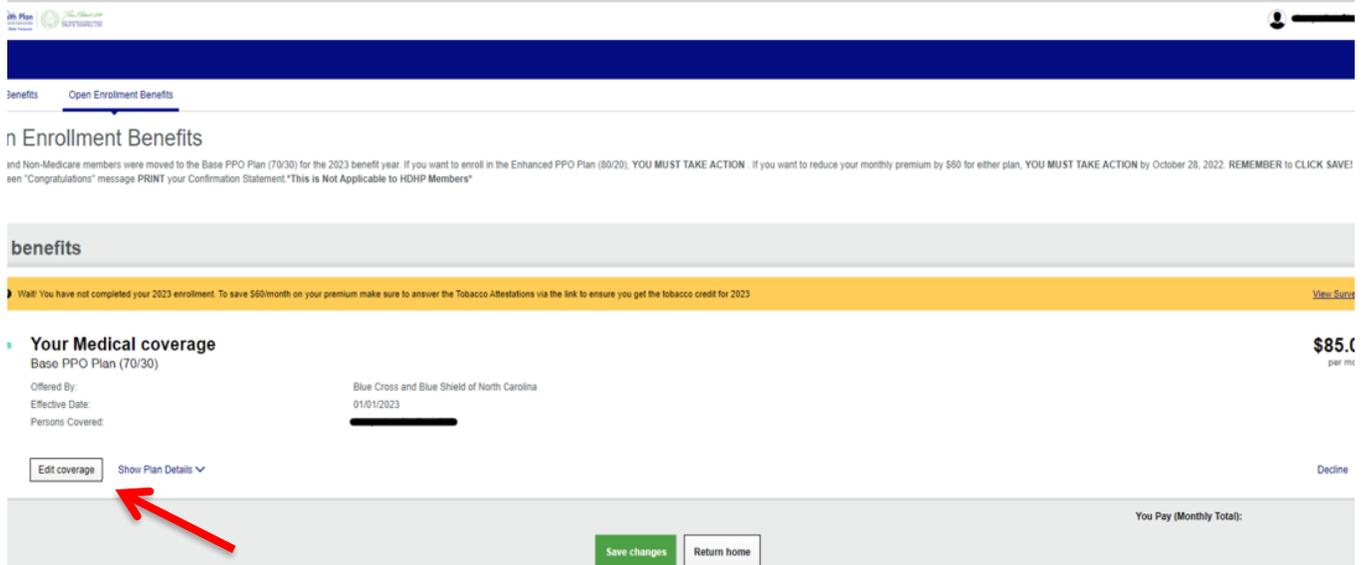
Consider staying or rolling into the NC Supplemental Retirement Plans in retirement. This way you can retain the value and integrity of strong performing, competitively priced funds, through investment oversight and continued use of the tools, resources and personalized features.

My NC Total Retirement Savings

Do you need to update your PCP?

Click the “Select or Update Primary Care Provider” link under Manage Account.

8. Click **Edit Coverage**.



benefits Open Enrollment Benefits

Enrollment Benefits
 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!** When you receive a "Congratulations" message **PRINT** your Confirmation Statement.*This is Not Applicable to HDHP Members*

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 Status](#)

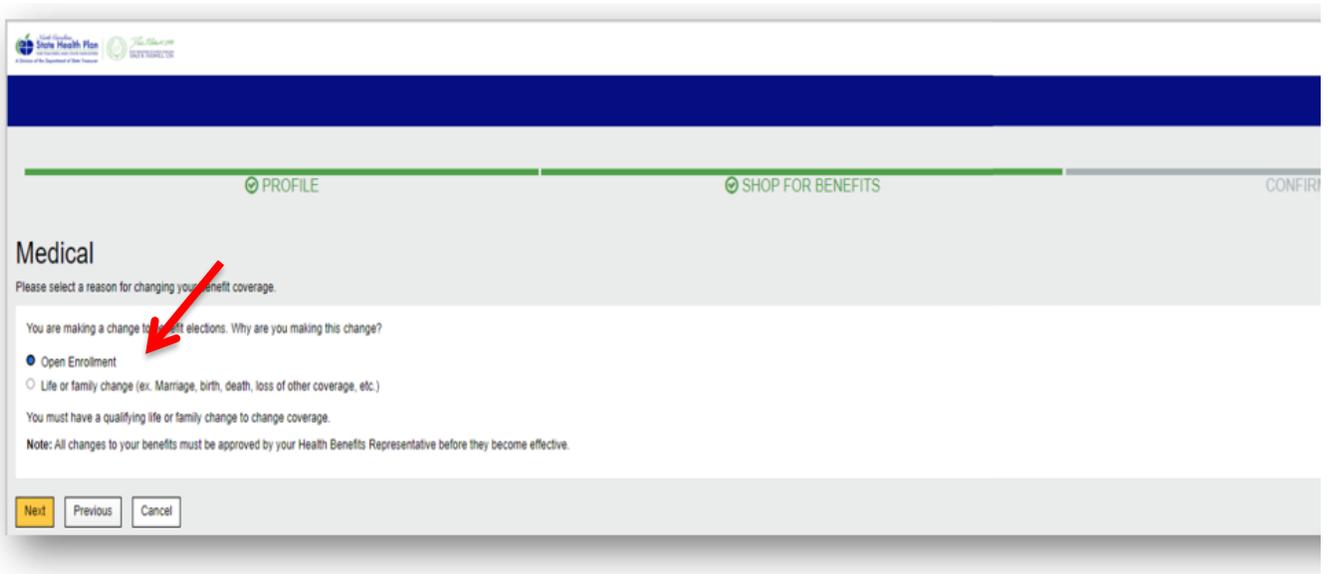
Your Medical coverage **\$85.00**
per month

Base PPO Plan (70/30)

Offered By: Blue Cross and Blue Shield of North Carolina
 Effective Date: 01/01/2023
 Persons Covered:

You Pay (Monthly Total):

9. Select **Open Enrollment** as the reason for making your change.



PROFILE SHOP FOR BENEFITS CONFIRM

Medical

Please select a reason for changing your benefit coverage.

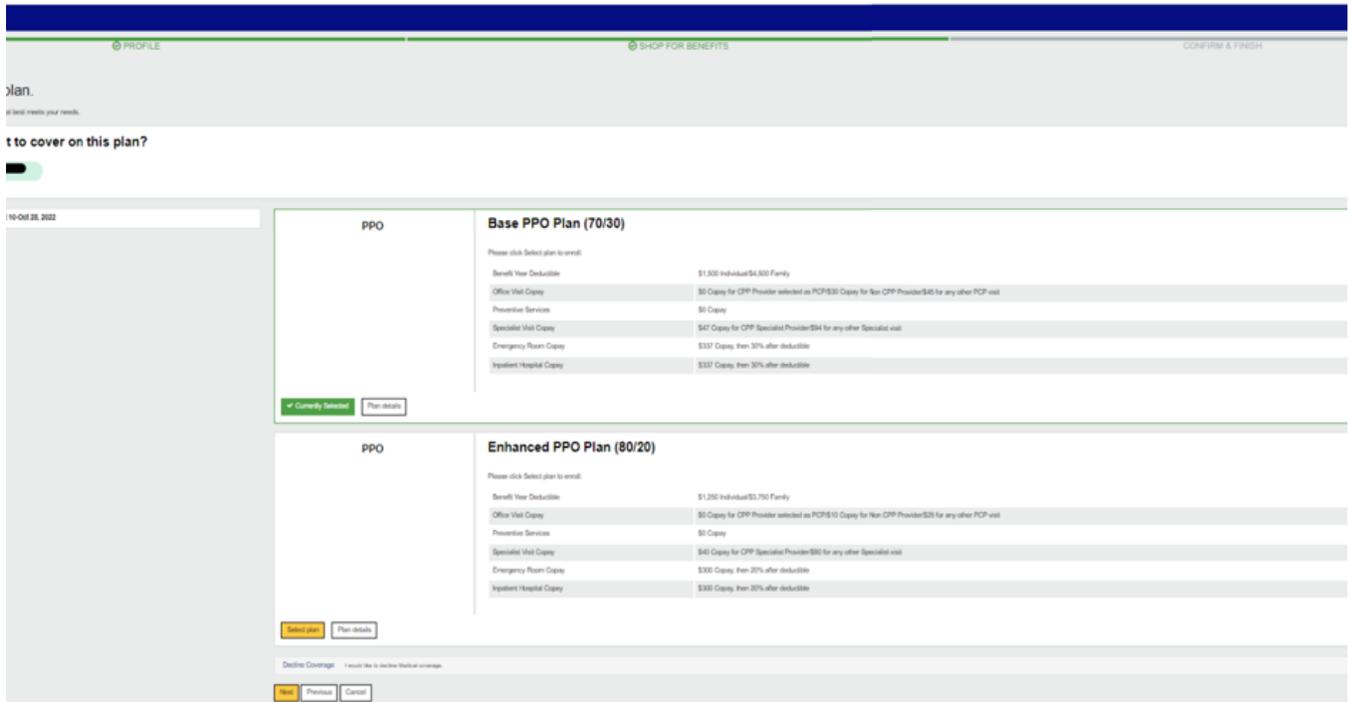
You are making a change to your benefit elections. Why are you making this change?

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.

10. 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 the navigation, there is a section titled "What do you want to cover on this plan?" with a dropdown menu. The main content area displays two plan options:

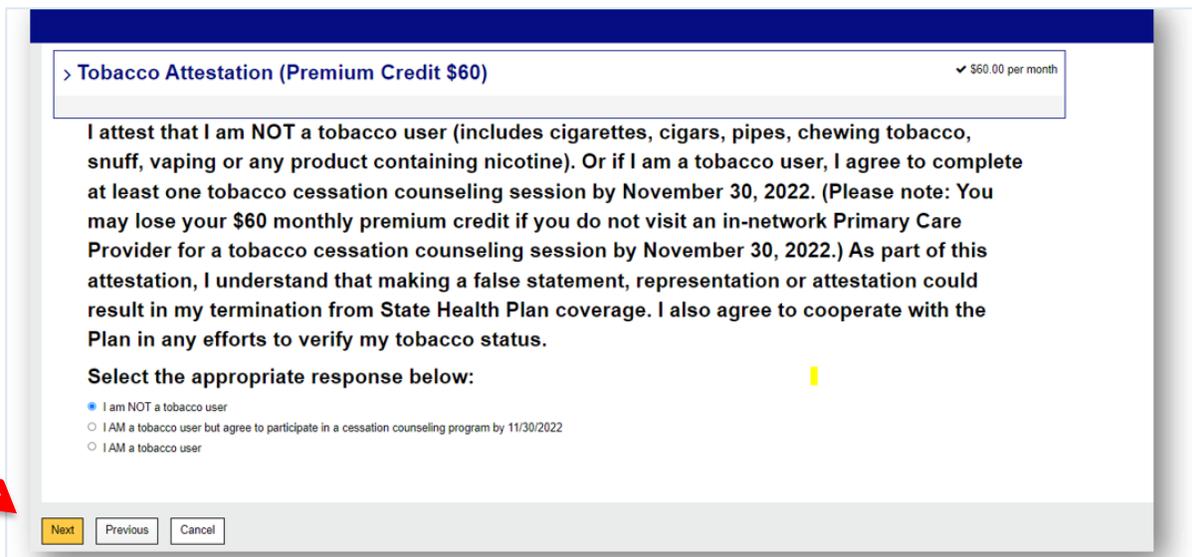
- Base PPO Plan (70/30)**:

Benefit Year Deductible	\$1,000 Individual/\$4,000 Family
Office Visit Copay	\$0 Copay for PCP Provider selected as PCP/\$30 Copay for Non-PCP Provider/\$40 for any other PCP visit
Preventive Services	\$0 Copay
Specialist Visit Copay	\$47 Copay for PCP Specialist Provider/\$84 for any other Specialist visit
Emergency Room Copay	\$337 Copay, then 30% after deductible
Inpatient Hospital Copay	\$337 Copay, then 30% after deductible
- Enhanced PPO Plan (80/20)**:

Benefit Year Deductible	\$1,200 Individual/\$3,700 Family
Office Visit Copay	\$0 Copay for PCP Provider selected as PCP/\$30 Copay for Non-PCP Provider/\$35 for any other PCP visit
Preventive Services	\$0 Copay
Specialist Visit Copay	\$40 Copay for PCP Specialist Provider/\$80 for any other Specialist visit
Emergency Room Copay	\$300 Copay, then 30% after deductible
Inpatient Hospital Copay	\$300 Copay, then 30% after deductible

Each plan has a "Select plan" button and a "Plan details" link. At the bottom of the Enhanced PPO Plan section, there are "Decline Coverage" and "Next" buttons.

11. On the Tobacco Attestation page, select the appropriate answer. This is necessary if you want to reduce your premium in the Enhanced PPO Plan (80/20) only. The Base PPO Plan (70/30) remains premium-free for eligible retirees. Then click **Next**.

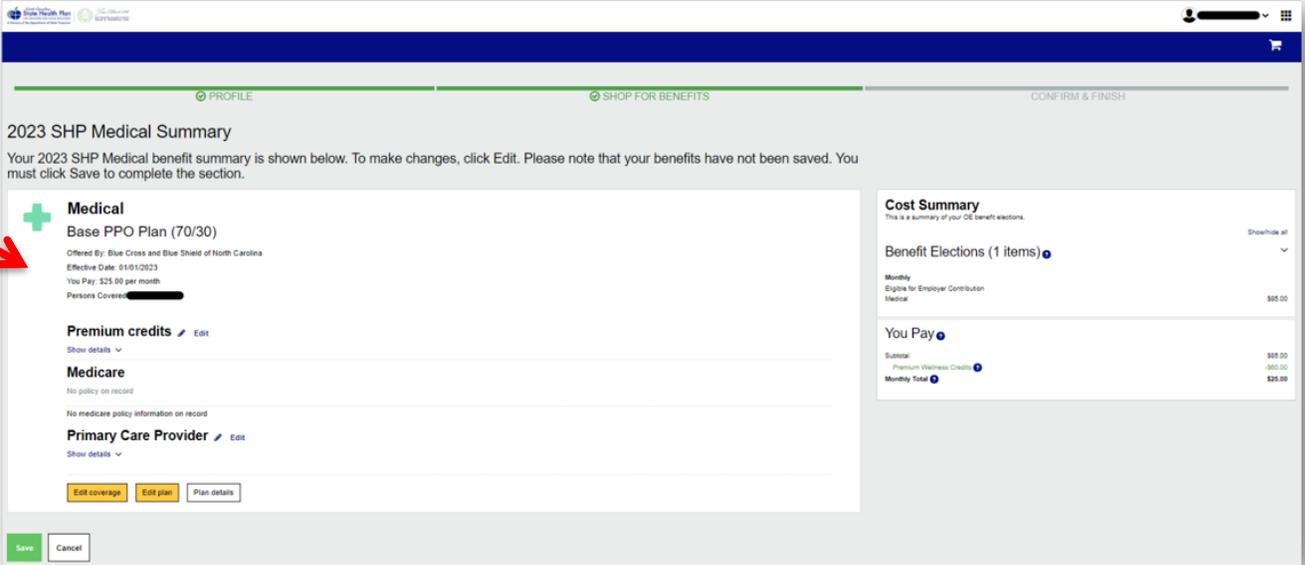


The screenshot shows the "Tobacco Attestation (Premium Credit \$60)" page. At the top right, it indicates a premium credit of "\$60.00 per month". The main text reads: "I attest that I am NOT a tobacco user (includes cigarettes, cigars, pipes, chewing tobacco, snuff, vaping or any product containing 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." Below this text, it says "Select the appropriate response below:" and provides three radio button options:

- 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

A red arrow points to the "Next" button at the bottom left of the page.

12. 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 DC benefit elections.

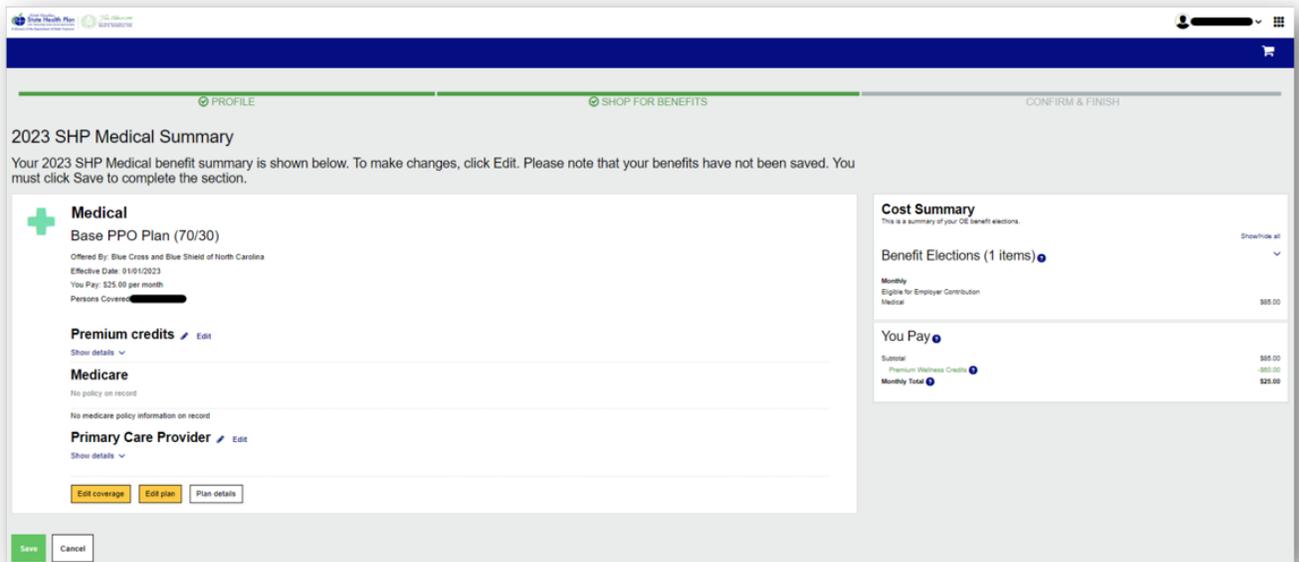
Benefit Elections (1 items) Show/hide all

Monthly	Eligible for Employer Contribution	Medical	Amount
Monthly	Eligible for Employer Contribution	Medical	\$85.00

You Pay

Subtotal	Premium Wellness Credits	Monthly Total	Amount
Subtotal	Premium Wellness Credits	Monthly Total	\$85.00
			-\$60.00
			\$25.00

13. 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 DC benefit elections.

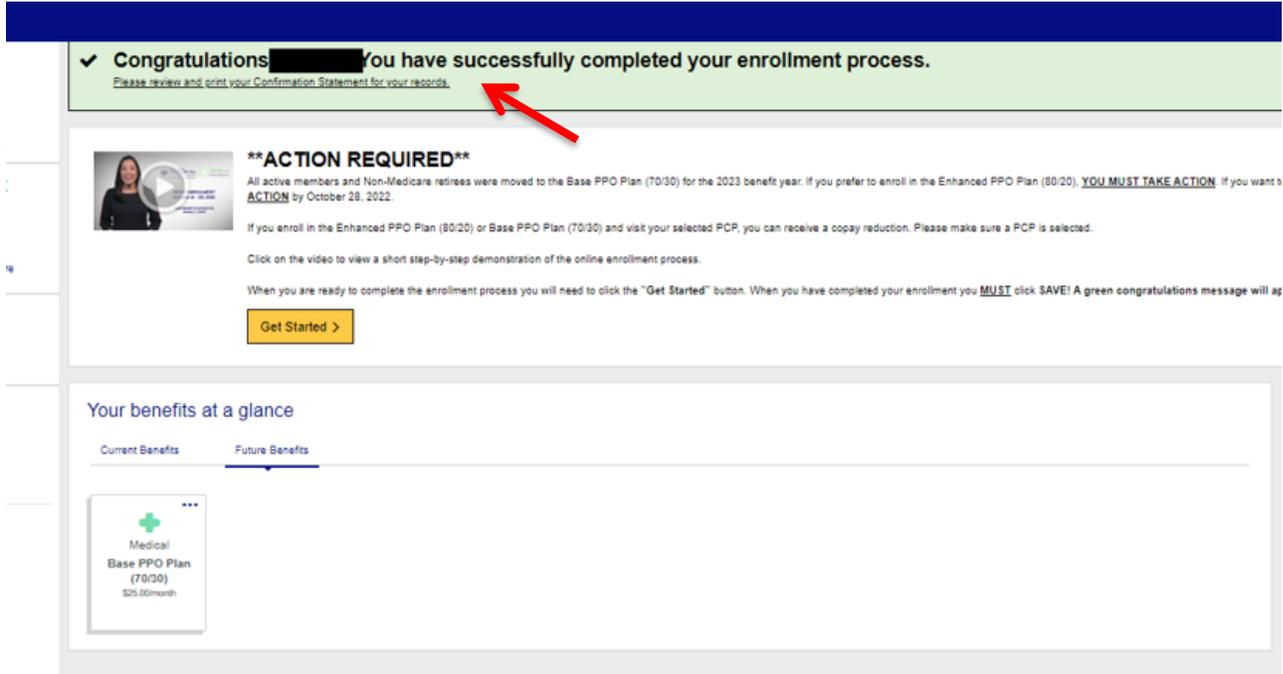
Benefit Elections (1 items) Show/hide all

Monthly	Eligible for Employer Contribution	Medical	Amount
Monthly	Eligible for Employer Contribution	Medical	\$85.00

You Pay

Subtotal	Premium Wellness Credits	Monthly Total	Amount
Subtotal	Premium Wellness Credits	Monthly Total	\$85.00
			-\$60.00
			\$25.00

14. 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.