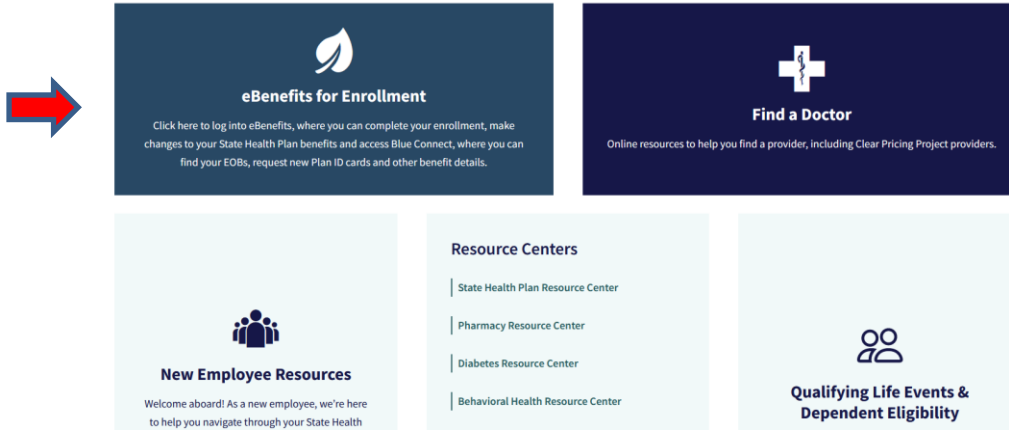


## How to Complete 2024 Open Enrollment Online via eBenefits (Active Employees)

1. Go to the State Health Plan website at [www.shpnc.org](http://www.shpnc.org). Click **eBenefits** blue box.



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

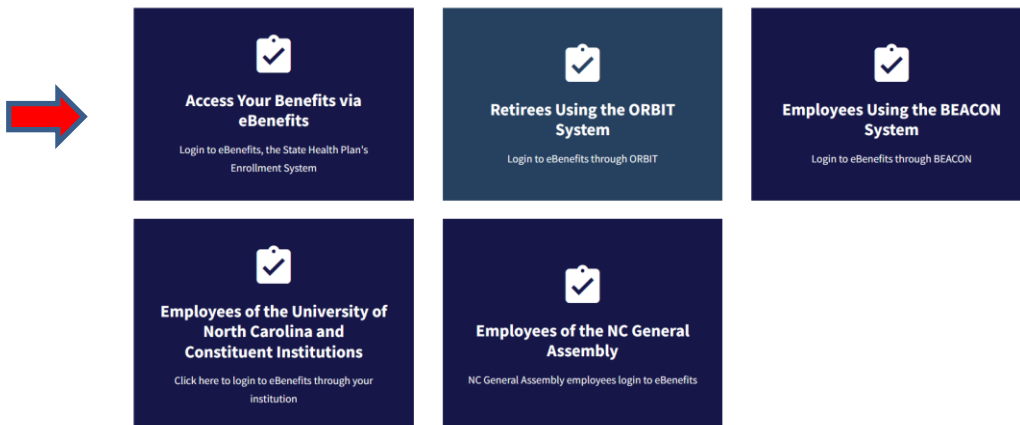
**eBenefits is the Gateway to your Enrollment**

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**.

**Manage Account**

Login Information

Medicare

Life Change

Select or Update Primary Care Provider

**My Documents**

Document Center

Confirmation Statement

**Quick Links**

BlueConnect

Aflacare

MetLife Dental

EyeMed Vision Care

P&A Flexible Spending Accounts

CVS Caremark

Learning Center

Enable high contrast mode

**\*\*ACTION REQUIRED\*\***

All active members and Non-Medicare retirees were moved to the 70/30 Base Plan for the 2024 benefit year. If you prefer to enroll in the 80/20 Enhanced Plan, **YOU MUST TAKE ACTION**. If you want to reduce your monthly premium by \$80 for either plan, **YOU MUST TAKE ACTION** by October 27, 2023.

If you enroll in the 80/20 Enhanced Plan or 70/30 Base Plan 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 when you have successfully completed your enrollment selection.

Get started >

←

**Your benefits at a glance**

Current Benefits    Future Benefits

 <b>Medical Base PPO Plan (70/30)</b> <small>\$85.00/month</small>	 <b>NCFlex Vision 2024 NCFlex Core Wellness...</b> <small>\$0.00/month</small>	 <b>NCFlex Group... 2024 NCFlex Voluntary...</b> <small>\$8.00/month</small>	 <b>NCFlex Spouse... 2024 NCFlex Voluntary...</b> <small>\$8.00/month</small>	 <b>NCFlex Core... 2024 NCFlex Core...</b> <small>\$0.00/month</small>
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**My NC 401(k) and NC 457 Retirement Savings**

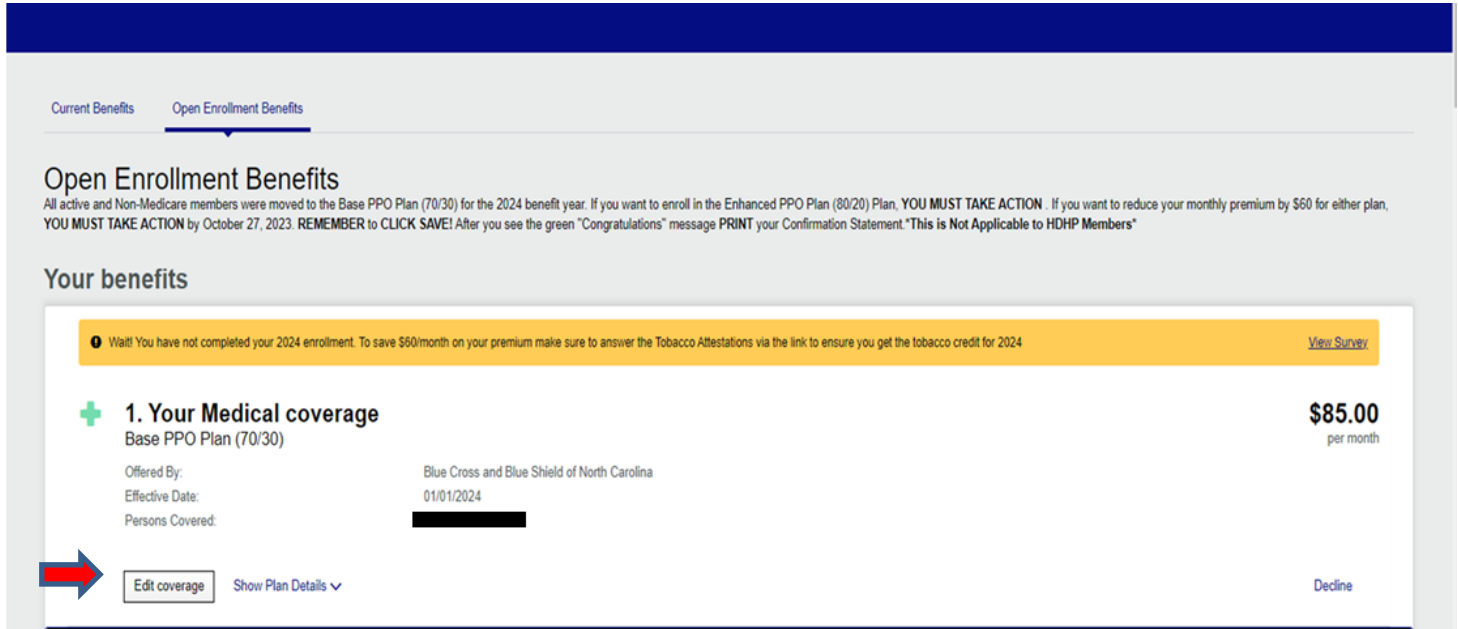
Retirement is in your future!

Invest in your future with the NC 401(k) and/or NC 457 Plans (Plans). Exclusive to public employees of North Carolina, the Plans offer diverse investment options with low fees. The VALUE of the Plans also lies in the strong oversight by the Supplemental Retirement Board of Trustees, who act with a participant-first mentality in reviewing the Plans' investments and costs. Enrollment is easy and begins online. Visit myNCPlans.com to access the Plans' website and log in to your account.

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

Start saving and investing in YOU with simple payroll deductions that you can change any time during the year. Also, consider increasing your contributions. Even a small amount today can go a long way! Log into your account and use the Retirement Income Calculator to see how saving

#### 4. Select **Edit Coverage**.



Current Benefits | **Open Enrollment Benefits**

### Open Enrollment Benefits

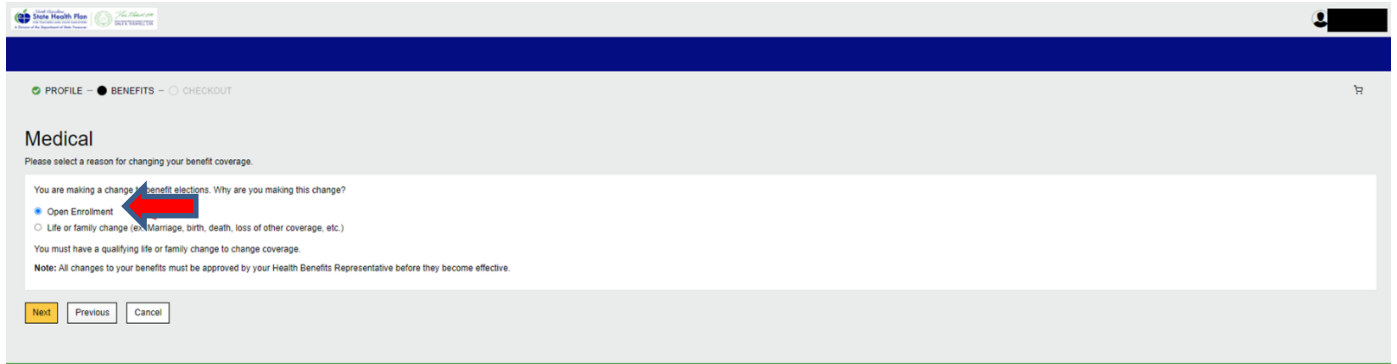
All active and Non-Medicare members were moved to the Base PPO Plan (70/30) for the 2024 benefit year. If you want to enroll in the Enhanced PPO Plan (80/20) Plan, **YOU MUST TAKE ACTION**. If you want to reduce your monthly premium by \$60 for either plan, **YOU MUST TAKE ACTION** by October 27, 2023. **REMEMBER to CLICK SAVE!** After you see the green "Congratulations" message **PRINT** your Confirmation Statement.\*This is Not Applicable to HDHP Members\*

#### Your benefits

**!** Wait! You have not completed your 2024 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 2024 [View Survey](#)

<b>+</b> <b>1. Your Medical coverage</b> Base PPO Plan (70/30)	<b>\$85.00</b> per month
Offered By: Blue Cross and Blue Shield of North Carolina	
Effective Date: 01/01/2024	
Persons Covered: [REDACTED]	
<a href="#">Edit coverage</a>   <a href="#">Show Plan Details</a> v	<a href="#">Decline</a>

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



PROFILE | **BENEFITS** | CHECKOUT

### Medical

Please select a reason for changing your benefit coverage.

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

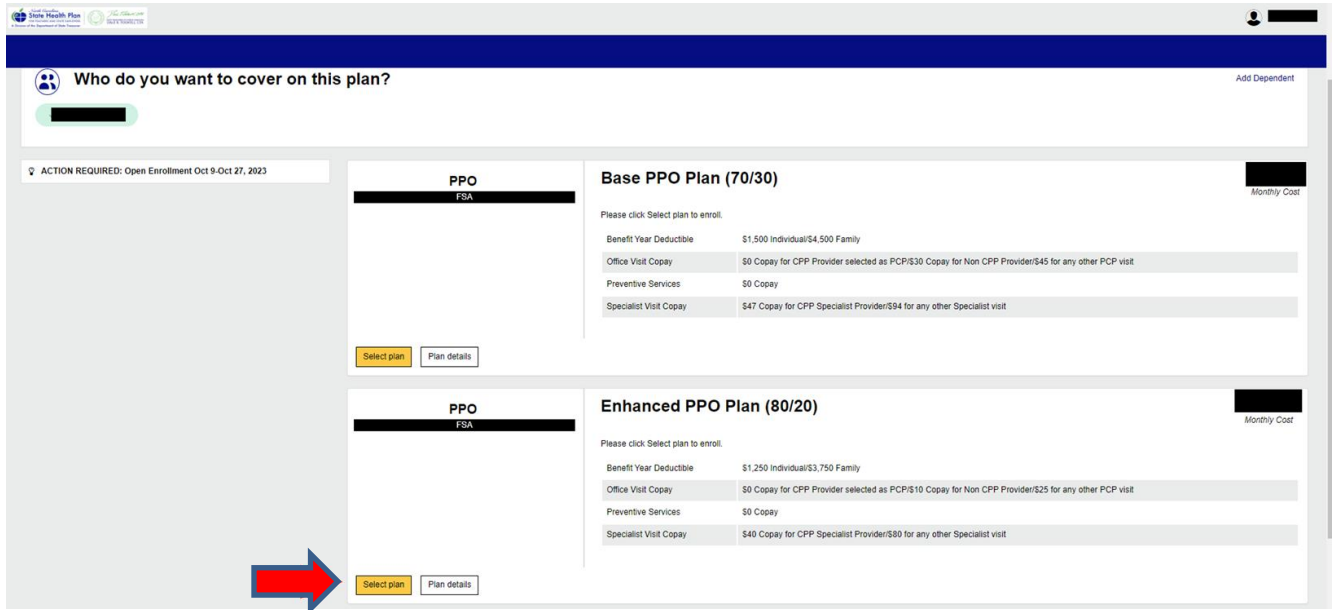
- Open Enrollment**
- Life or family change (e.g. Marriage, birth, death, loss of other coverage, etc.)

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 the enrollment interface with the question "Who do you want to cover on this plan?". Below this, there are two plan options:

- Base PPO Plan (70/30)**: Includes a table of costs:
 

Benefit Year Deductible	\$1,500 Individual/\$4,500 Family
Office Visit Copay	\$0 Copay for CPP Provider selected as PCP/\$30 Copay for Non CPP Provider/\$45 for any other PCP visit
Preventive Services	\$0 Copay
Specialist Visit Copay	\$47 Copay for CPP Specialist Provider/\$94 for any other Specialist visit
- Enhanced PPO Plan (80/20)**: Includes a table of costs:
 

Benefit Year Deductible	\$1,250 Individual/\$3,750 Family
Office Visit Copay	\$0 Copay for CPP Provider selected as PCP/\$10 Copay for Non CPP Provider/\$25 for any other PCP visit
Preventive Services	\$0 Copay
Specialist Visit Copay	\$40 Copay for CPP Specialist Provider/\$80 for any other Specialist visit

Red arrows point to the "Select plan" buttons for both options.

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

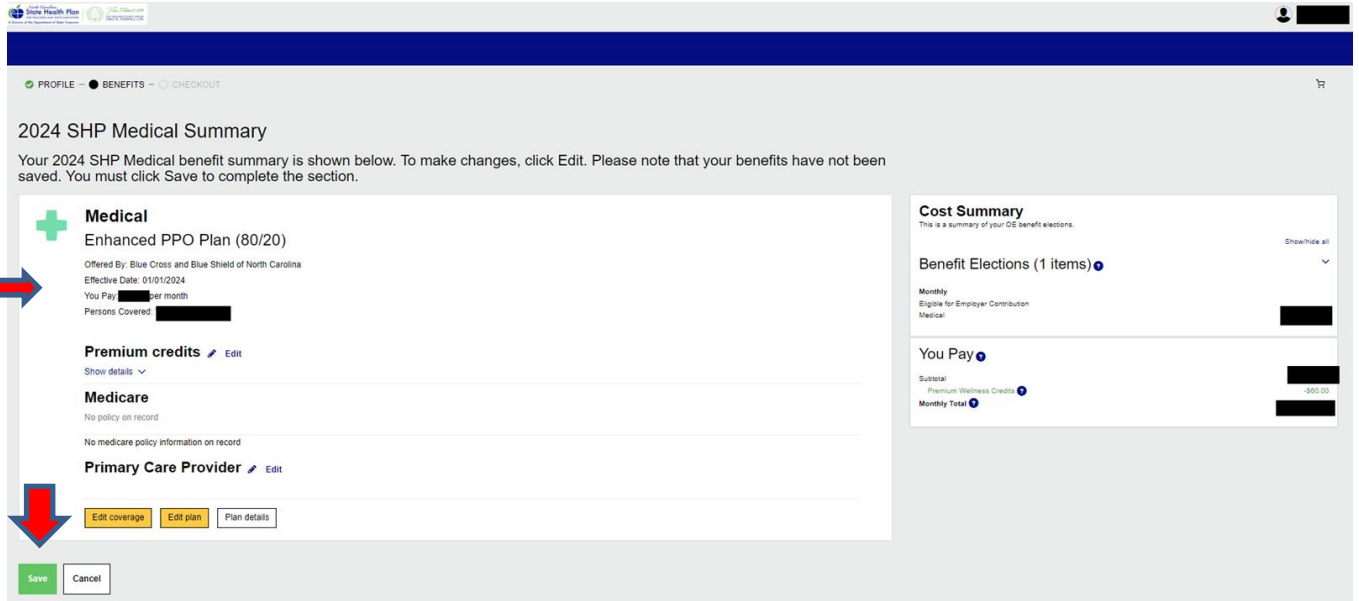
> **Tobacco Attestation (Premium Credit \$60)** ✓ \$13.85 per week

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, 2023. (Please note: You may lose your \$60 monthly premium credit if you do not visit a Primary Care Provider for a tobacco cessation counseling session as agreed by November 30, 2023.) 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 I agree to visit my for at least one tobacco cessation counseling session by 11/30/2023
  - I AM a tobacco user
- A red arrow points to the second radio button option.

- 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.



2024 SHP Medical Summary

Your 2024 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**

Enhanced PPO Plan (80/20)

Offered By: Blue Cross and Blue Shield of North Carolina  
Effective Date: 01/01/2024  
You Pay: ██████ per month  
Persons Covered: ██████

**Premium credits** [Edit](#)

Show details ▾

**Medicare**

No policy on record  
No medicare policy information on record

**Primary Care Provider** [Edit](#)

[Edit coverage](#) [Edit plan](#) [Plan details](#)

**Cost Summary**

This is a summary of your OE benefit elections.

[Show/hide all](#)

**Benefit Elections (1 items)**

Monthly Eligible for Employer Contribution Medical ██████

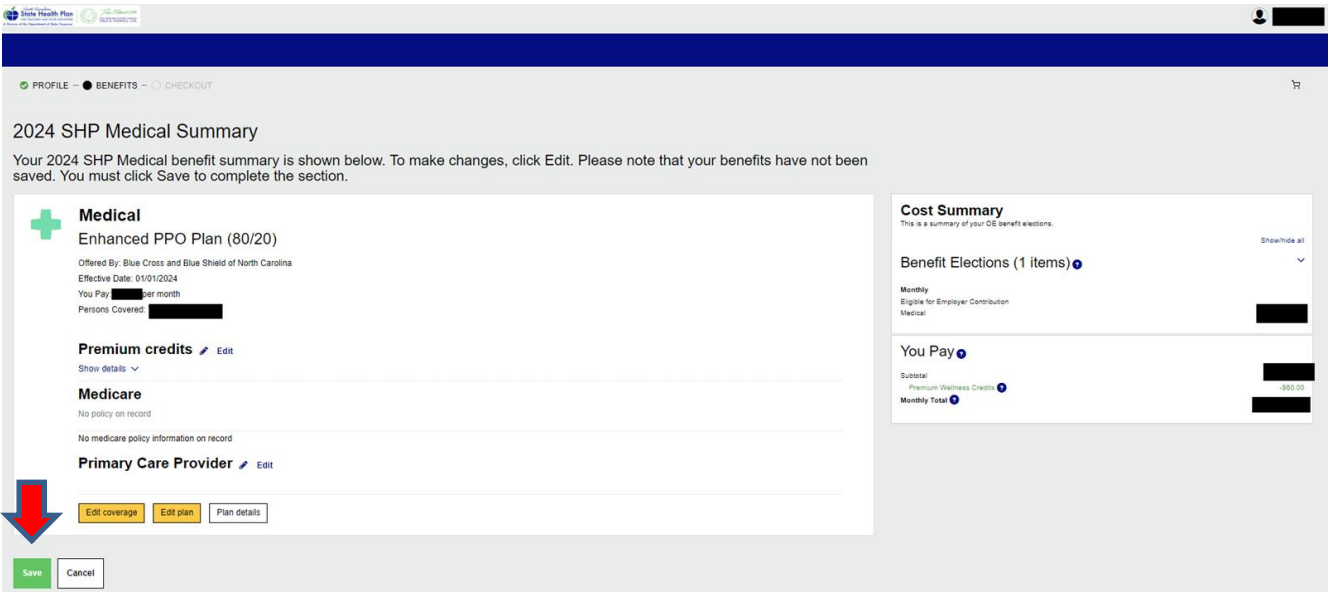
**You Pay**

Subtotal Premium Wellness Credits ██████ -350.00

**Monthly Total** ██████

[Save](#) [Cancel](#)

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



2024 SHP Medical Summary

Your 2024 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**

Enhanced PPO Plan (80/20)

Offered By: Blue Cross and Blue Shield of North Carolina  
Effective Date: 01/01/2024  
You Pay: ██████ per month  
Persons Covered: ██████

**Premium credits** [Edit](#)

Show details ▾

**Medicare**

No policy on record  
No medicare policy information on record

**Primary Care Provider** [Edit](#)

[Edit coverage](#) [Edit plan](#) [Plan details](#)

**Cost Summary**

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[Show/hide all](#)

**Benefit Elections (1 items)**

Monthly Eligible for Employer Contribution Medical ██████

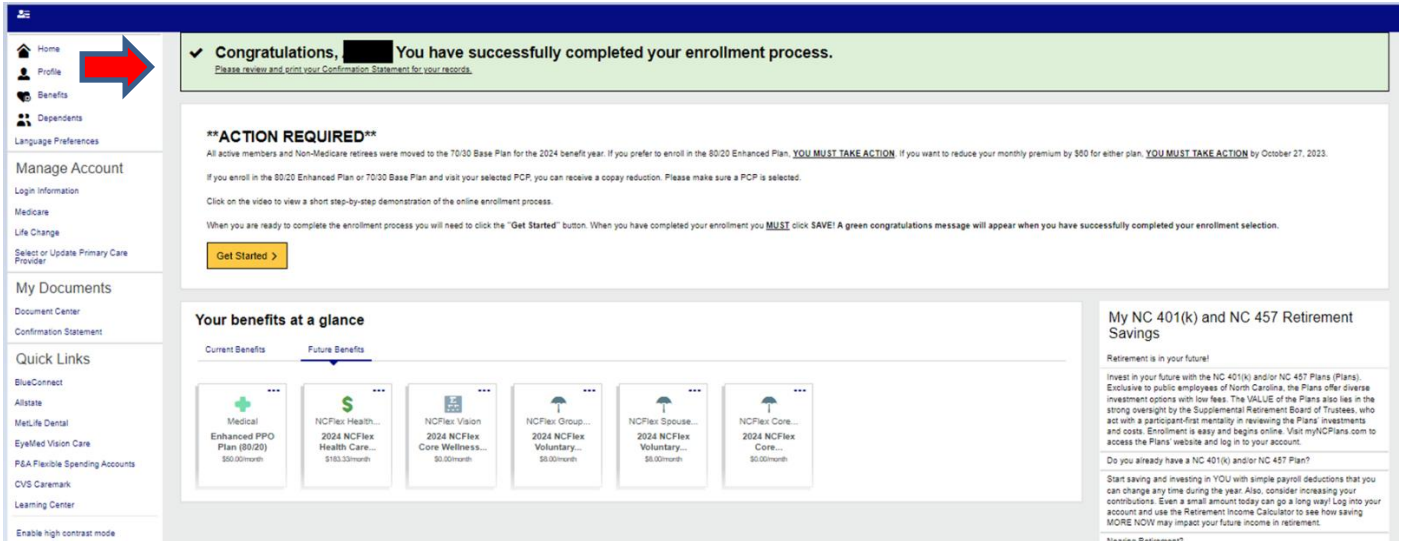
**You Pay**

Subtotal Premium Wellness Credits ██████ -350.00

**Monthly Total** ██████

[Save](#) [Cancel](#)

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.

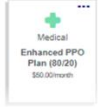
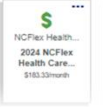
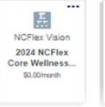
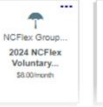
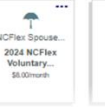
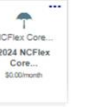


✓ **Congratulations, [redacted] You have successfully completed your enrollment process.**  
Please review and print your Confirmation Statement for your records.

**\*\*ACTION REQUIRED\*\***  
All active members and Non-Medicare retirees were moved to the 70/30 Base Plan for the 2024 benefit year. If you prefer to enroll in the 80/20 Enhanced Plan, **YOU MUST TAKE ACTION**. If you want to reduce your monthly premium by \$60 for either plan, **YOU MUST TAKE ACTION** by October 27, 2023. If you enroll in the 80/20 Enhanced Plan or 70/30 Base Plan 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 when you have successfully completed your enrollment selection.

[Get Started >](#)

**Your benefits at a glance**

Current Benefits	Future Benefits
	
	
	
	

**My NC 401(k) and NC 457 Retirement Savings**  
Retirement is in your future!  
Invest in your future with the NC 401(k) and/or NC 457 Plans (if any). Exclusive to public employees of North Carolina, the Plans offer diverse investment options with low fees. The VALUE of the Plans also lies in the strong oversight by the Supplemental Retirement Board of Trustees, who act with a participant-first mentality in reviewing the Plans' investments and costs. Enrollment is easy and begins online. Visit myNCPlans.com to access the Plans' website and log in to your account.  
Do you already have a NC 401(k) and/or NC 457 Plan?  
Start saving and investing in YOU with simple payroll deductions that you can change any time during the year. Also, consider increasing your contributions. Even a small amount today can go a long way! Log into your account and use the Retirement Income Calculator to see how saving MORE NOW may impact your future income in retirement.  
Nearino Retirement?

**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.