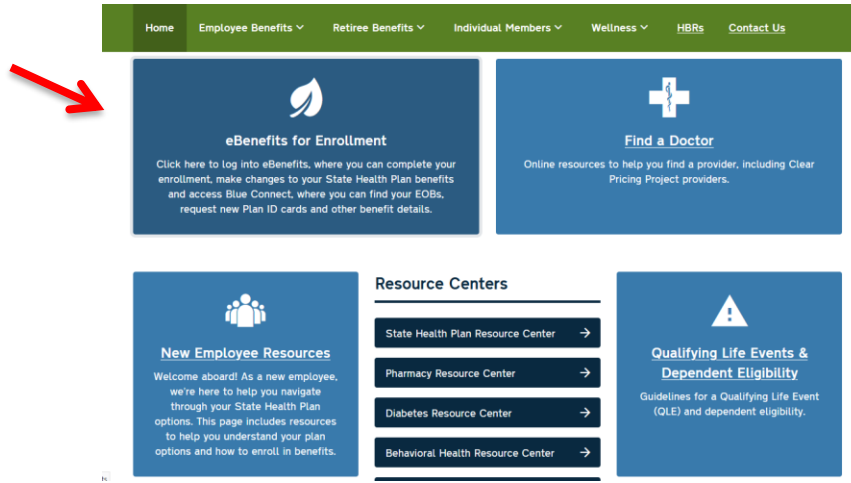


## How to Complete 2023 Open Enrollment Online via eBenefits (Medicare Retirees)

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



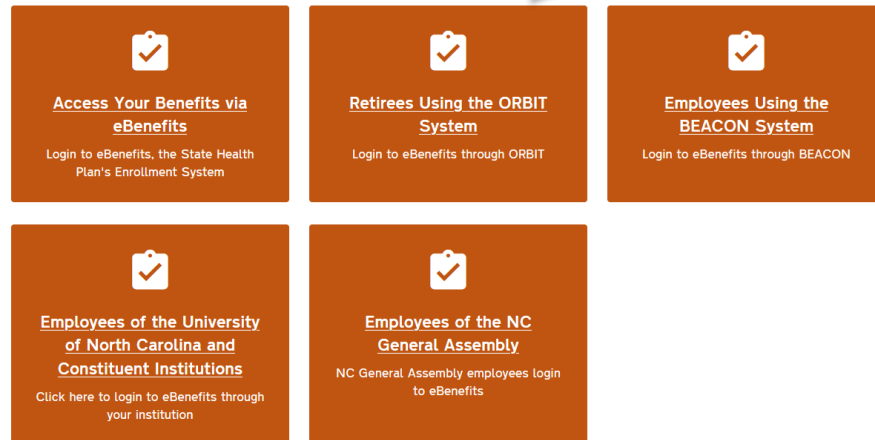
2. Click **Retirees Using the ORBIT System**.

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.

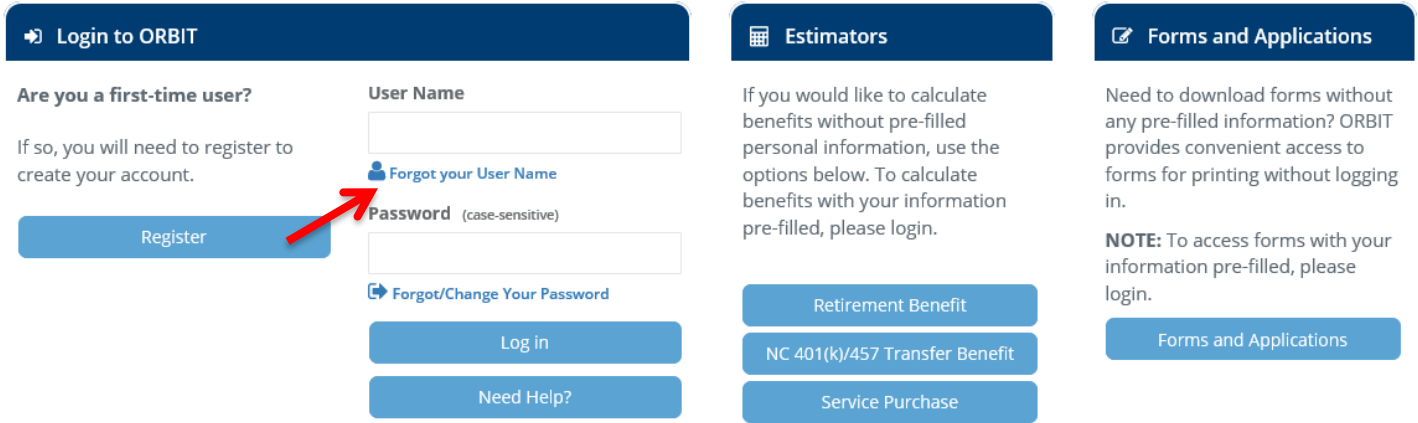
Once you're logged into eBenefits, you can complete your OPEN ENROLLMENT, make changes and access your benefit information through BlueConnect, where you can find your EOBs and order new ID cards.

**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 here 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.

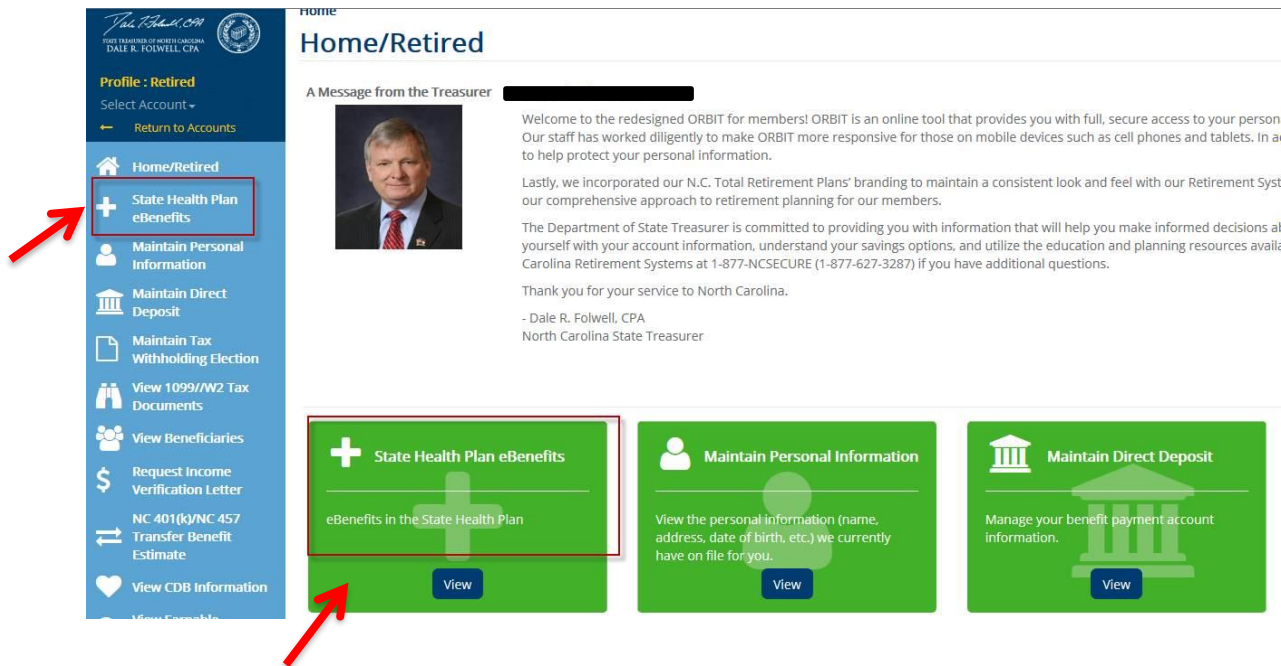


3. Enter your **ORBIT Username and Password** and then click **Log in**. If you can't remember your username and password, follow the steps to reset your username or password.



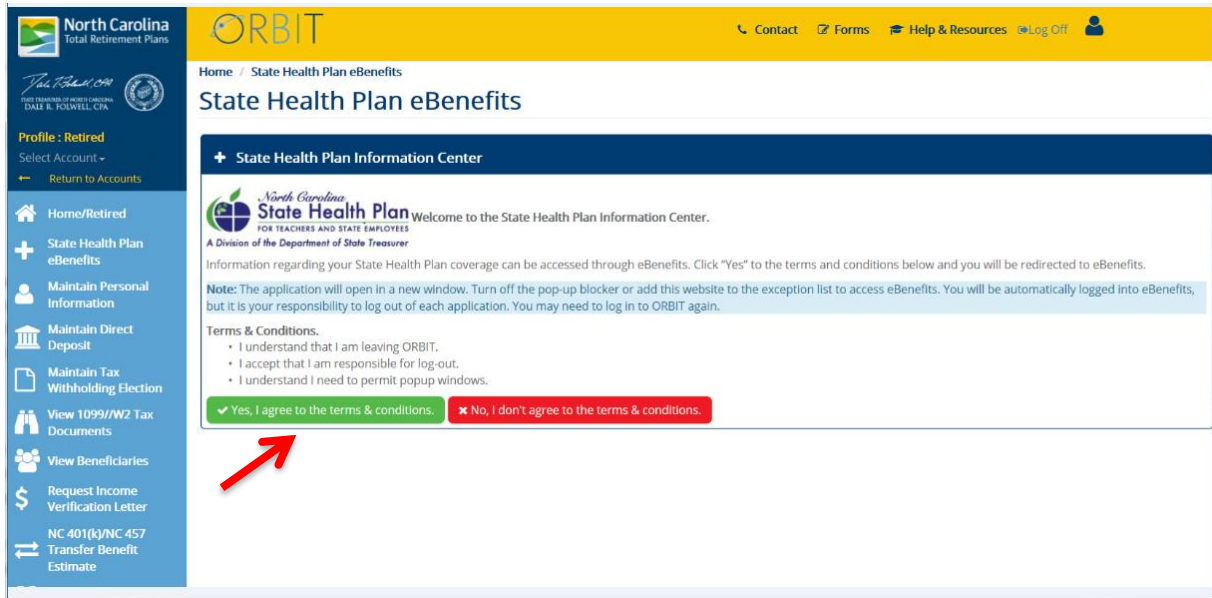
The screenshot shows the ORBIT login interface. On the left, there is a 'Login to ORBIT' section with a 'Register' button. A red arrow points to the 'Forgot your User Name' link. The main login area has fields for 'User Name' and 'Password (case-sensitive)', with links for 'Forgot your User Name' and 'Forgot/Change Your Password'. Below these are 'Log in' and 'Need Help?' buttons. To the right, there are three 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: '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.



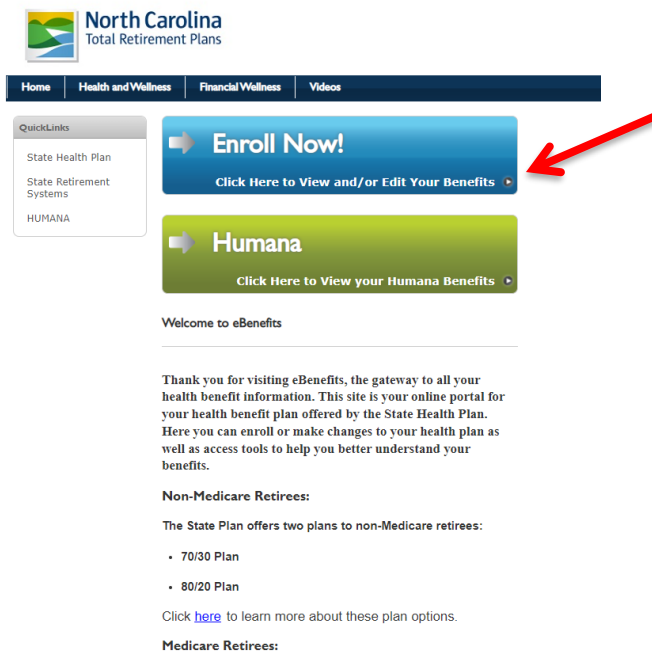
The screenshot shows the ORBIT home page for a 'Home/Retired' user. On the left is a navigation menu with a red box around 'State Health Plan eBenefits' and a red arrow pointing to it. The main content area features a message from the Treasurer and three green action cards: 'State Health Plan eBenefits' (with a red box and arrow), 'Maintain Personal Information', and 'Maintain Direct Deposit'. Each card has a 'View' button.

- 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.



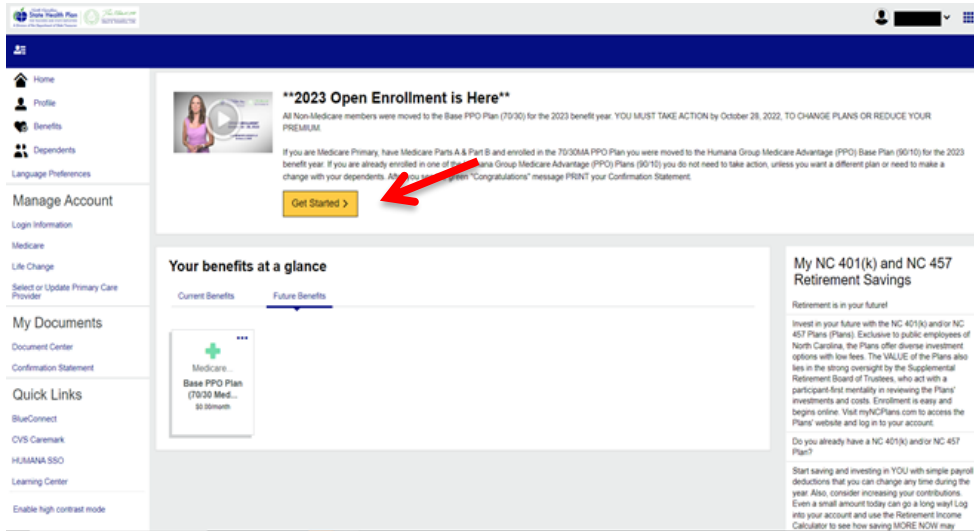
The screenshot shows the ORBIT State Health Plan eBenefits portal. The user is logged in as a retired individual. The main content area displays the 'State Health Plan Information Center' with a welcome message and a 'Terms & Conditions' section. The terms include: 'I understand that I am leaving ORBIT.', 'I accept that I am responsible for log-out.', and 'I understand I need to permit popup windows.' Below the terms are two buttons: a green button labeled 'Yes, I agree to the terms & conditions.' and a red button labeled 'No, I don't agree to the terms & conditions.'. A red arrow points to the green button.

- 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."



The screenshot shows the eBenefits portal with a navigation menu (Home, Health and Wellness, Financial Wellness, Videos) and a 'QuickLinks' sidebar. The main content area features two large buttons: a blue 'Enroll Now!' button with the text 'Click Here to View and/or Edit Your Benefits' and a green 'Humana' button with the text 'Click Here to View your Humana Benefits'. A red arrow points to the 'Enroll Now!' button. Below the buttons is a 'Welcome to eBenefits' section with a thank-you message and information for non-Medicare and Medicare retirees.

- If you need to add dependents, select **Dependents** and follow instructions. Then click **Get Started**.



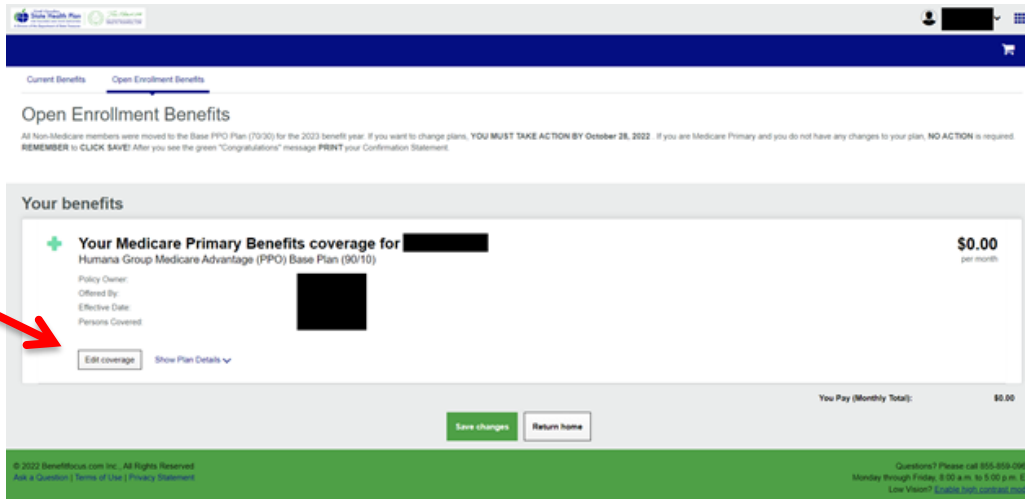
**\*\*2023 Open Enrollment is Here\*\***  
All Non-Medicare members were moved to the Base PPO Plan (7030) for the 2023 benefit year. YOU MUST TAKE ACTION by October 28, 2022, TO CHANGE PLANS OR REDUCE YOUR PREMIUM.  
If you are Medicare Primary, have Medicare Parts A & Part B and enrolled in the 7030MA PPO Plan you were moved to the Humana Group Medicare Advantage (PPO) Base Plan (9010) for the 2023 benefit year. If you are already enrolled in one of the Humana Group Medicare Advantage (PPO) Plans (9010) you do not need to take action, unless you want a different plan or need to make a change with your dependents. After you receive your "Congratulations" message PRINT your Confirmation Statement.

**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 (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 MORE NOW may

- Click **Edit Coverage**.



**Open Enrollment Benefits**  
All Non-Medicare members were moved to the Base PPO Plan (7030) for the 2023 benefit year. If you want to change plans, YOU MUST TAKE ACTION BY October 28, 2022. If you are Medicare Primary and you do not have any changes to your plan, NO ACTION is required. REMEMBER to CLICK SAVE! After you see the green "Congratulations" message PRINT your Confirmation Statement.

**Your benefits**

**+** **Your Medicare Primary Benefits coverage for [REDACTED]** **\$0.00** per month  
Humana Group Medicare Advantage (PPO) Base Plan (9010)

Policy Owner: [REDACTED]  
Offered By: [REDACTED]  
Effective Date: [REDACTED]  
Persons Covered: [REDACTED]

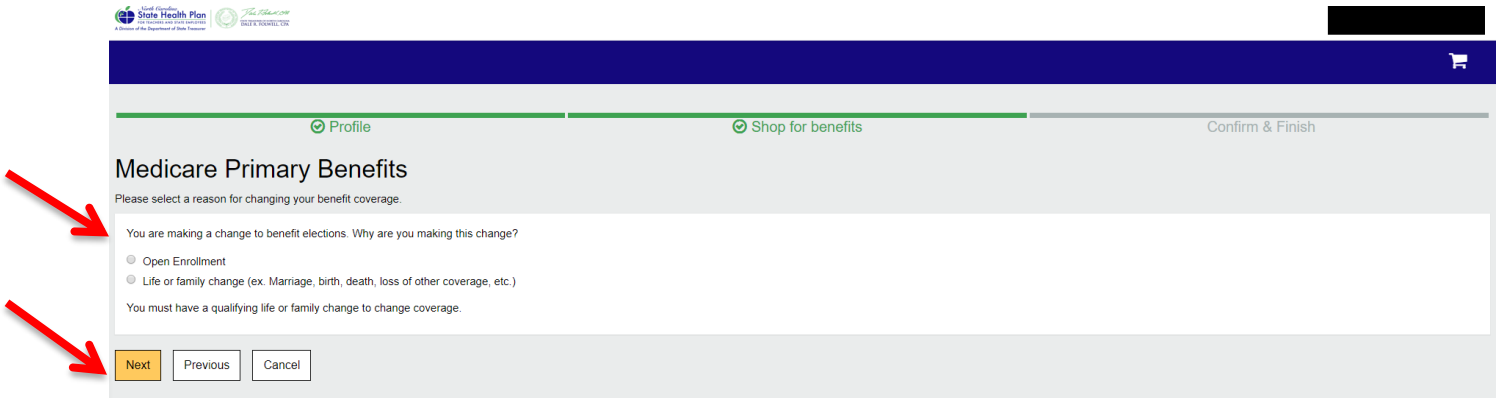
**Edit coverage** | Show Plan Details

You Pay (Monthly Total): **\$0.00**

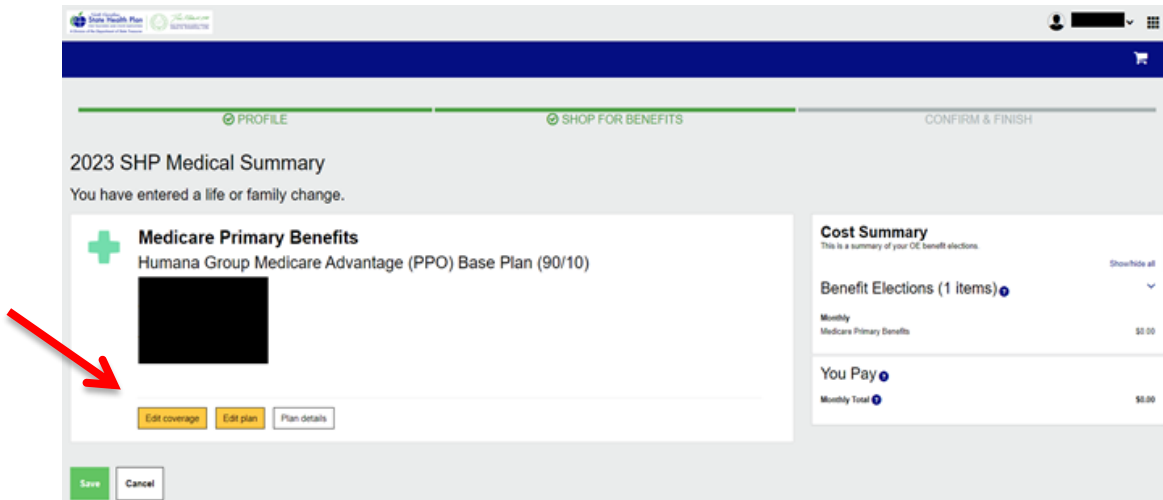
**Save changes** | **Return home**

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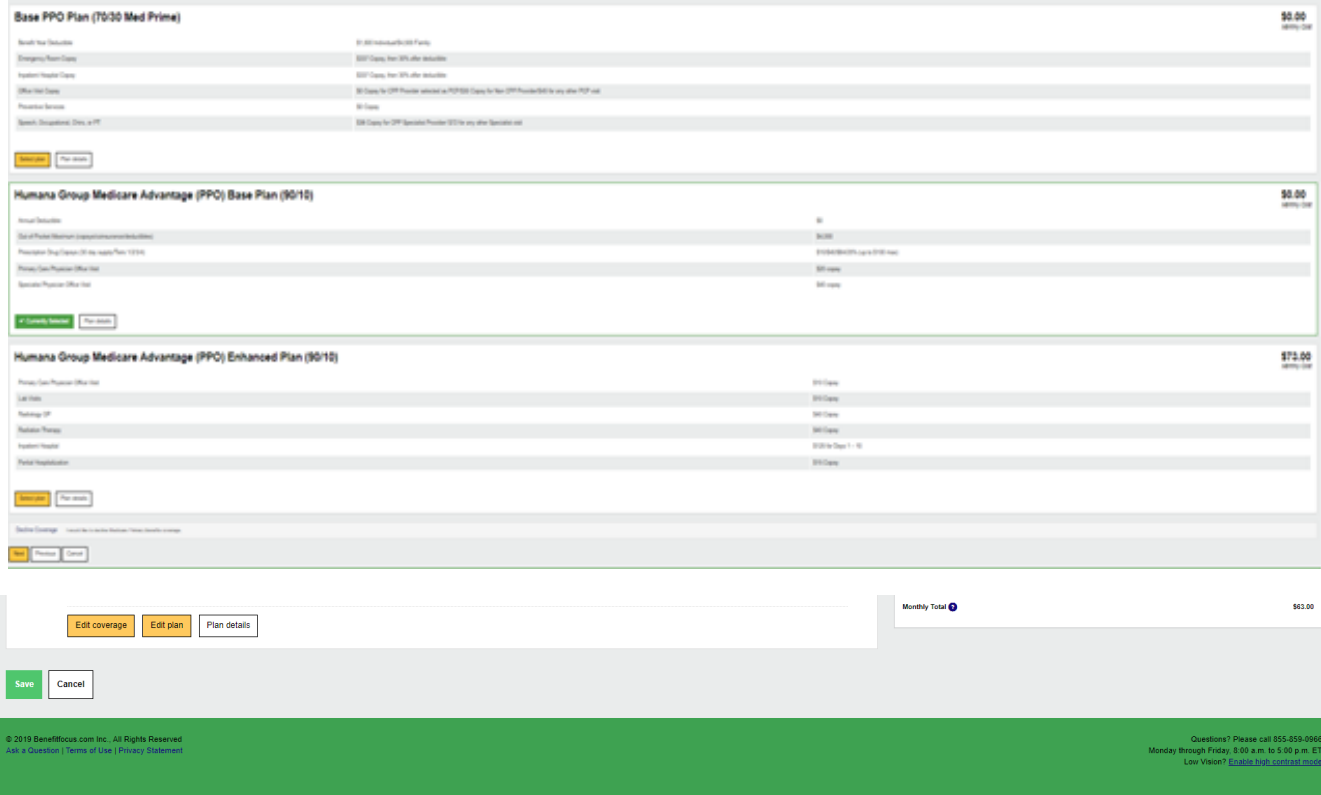
9. Select **Open Enrollment**. Then click **Next**.



10. Click **Edit Plan**.



11. Click **Select Plan** for the desired plan. Once selected, click **Save**.



**Base PPO Plan (T030 Med Prime)** \$0.00  
Monthly Total

**Humana Group Medicare Advantage (PPO) Base Plan (9015)** \$0.00  
Monthly Total

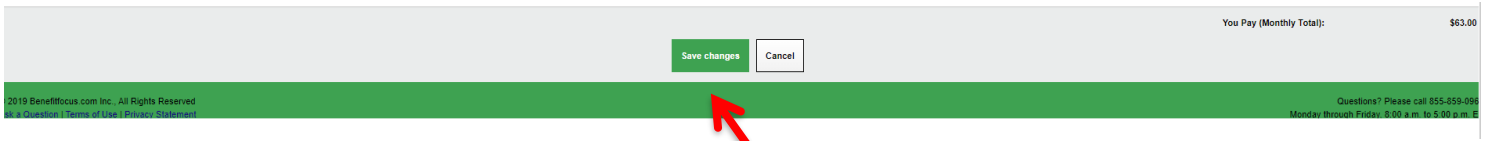
**Humana Group Medicare Advantage (PPO) Enhanced Plan (9015)** \$72.00  
Monthly Total

Monthly Total: \$63.00

Save Cancel

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12. Select **Save Changes**.



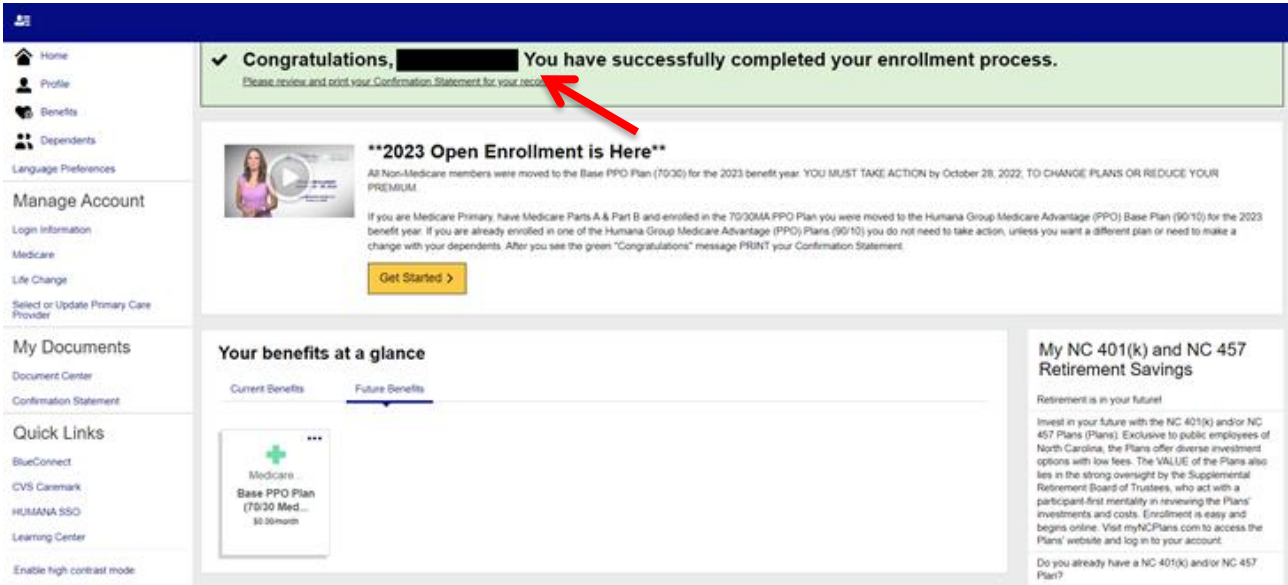
You Pay (Monthly Total): \$63.00

Save changes Cancel

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13. 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.



The screenshot shows the member portal interface. At the top, a green banner displays a checkmark and the text: "Congratulations, [REDACTED] You have successfully completed your enrollment process." Below this banner, a red arrow points to the word "Confirmation" in the text "Please review and print your Confirmation Statement for your records." The main content area features a "2023 Open Enrollment is Here" announcement with a video player and a "Get Started" button. Below that, there is a "Your benefits at a glance" section with tabs for "Current Benefits" and "Future Benefits". The "Future Benefits" tab is active, showing a card for "Medicare Base PPO Plan (70/30 Med...)" with a monthly cost of "\$0.30/month". On the right side, there is a section for "My NC 401(k) and NC 457 Retirement Savings" with a "Retirement is in your future!" heading and a brief description of the plans.

**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. (ET).