## How to Enroll or Make Changes with PEHP Benefits

## Step 1

human resources

Shaping the Future Together

Access online enrollment through myPEHP. Visit <u>www.pehp.org</u> and locate the "Member Login" on the right side of the page. Enter your user ID and password into the boxes to access your information. If you're logging in for the first time, click "Create my PEHP account."

## Step 2

During open enrollment you'll have access to online enrollment through a link in the "myBenefits" menu.



## Step 3

The online enrollment main page shows benefits available to you. Click "Enroll" or "Change" beneath the desired benefit to begin. Enroll or make changes in any of the following benefits:

- Medical
- Dental
- Term Life
- AD&D
- FLEX



The enrollment process is not complete until you see the "Enrollment Confirmation" screen. Print the confirmation page and save it until you see the changes reflected on your paycheck.

FOR HELP CONTACT ONLINE ENROLLMENT: 801-366-7410 or 800-753-7410

