

Welcome to PEHP Next Steps

PEHP
Health & Benefits

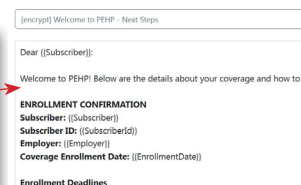
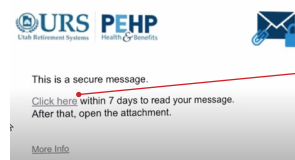
Enrollment Deadlines

Your employer determines how long you have to enroll in benefits. Most give you up to 60 days from your hire date, but some may have a shorter deadline. If you're unsure, check with your HR team to confirm your enrollment deadline.



Create Online Account & Enroll in Benefits

To create your online account and enroll in benefits, you'll need your member ID number. You can find it in the secure email we sent you (password required for access) or call PEHP at 801-366-7555.



Step 1: Go to www.pehp.org.

Step 2: Select "Account → Member" in upper right corner.

Step 3: Click "Login" under the "New Portal" headline on the left.

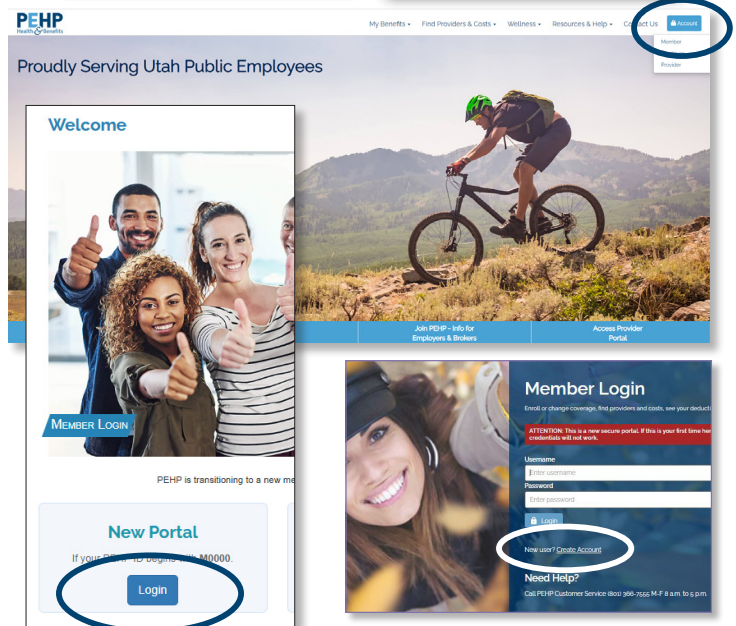
Step 4: Click "Create Account."

When creating your account, make sure to use your full ID number with the hyphen:

M0000020834-00 subscriber

M0000020834-01 spouse

M0000020834-02 child/dependent



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Step 5: Navigate to **Enroll or Change Coverage** under **My Benefits** menu.

Step 6: Select **Make CHANGES** to Medical coverage.
You also have the option to waive benefits from this page.

Step 7: Confirm your plan option and, if applicable, add dependents.

Step 8: Select or waive coverage for each benefit plan and make applicable coverage tier, plan, and network selections when applicable – once all plans are selected or waived as desired, continue back to **Change Enrollment** screen.

Step 8: Review and update information, if necessary.

Step 9: Last step is to click the Review and Submit Changes button at the top of the page. You'll receive notification that the enrollment request has been submitted, and you will receive an ID card by mail.

