

ENROLLING IS EASY

Enroll in your Benefits April 14- May 18, 2020

Get started

Visit www.benefitsolver.com and login by entering your user name and password. If you are a first-time user, click on 'Register' to set up your user name, password and security questions. Our 'Company Key' is **soc** (note: it's case sensitive).

Forgot your password?

1. Visit www.benefitsolver.com and click on the 'Forgot my Username or Password?' link.
2. Enter your social security number, company key and date of birth. Our 'Company Key' is **soc** (note: it's case sensitive).
3. Answer your security phrase.
4. Enter and confirm your new password, then click '**Continue**' to return to this page and login.

Begin enrollment

Click '**Start Here**' and follow the instructions to enroll in your benefits or waive coverage. Review your information.

You must make your elections by the deadline located above the '**Start Here**' button. If you miss the deadline, you will waive any electable benefit coverage and have to wait until the next annual enrollment period to enroll.

Wondering what something means?

View the online glossary by clicking '**Reference Center**' in the header.

Need help with your benefit choices?

Click 'Begin MyChoice' to answer a few questions about who you want covered and get customized recommendations based on those answers. These questions will assess you and your dependents' overall health, lifestyle and other factors that can help determine a better recommendation. **These answers are purely for recommendation purposes and are not shared with your employer.**

Already know what you want?

Click on '**No Thanks, I will explore on my own**' to skip directly to choosing your benefits.



SCAN & ENROLL

Enroll in your benefits from your mobile device. Visit www.benefitsolver.com or simply scan this QR code and tap your way through your elections. If you don't already have a QR code reader on your smart phone or tablet, download one from your device's app store.



COLORADO
Division of Human Resources
Department of Personnel
& Administration

www.benefitsolver.com
Company Key: soc
Toll-free: 800-719-3434
Local: 303-866-3434

Medical

Plan	Cost
Medical	\$0.00
Dental	\$0.00
Basic Life	\$0.00
Optional Life	\$0.00
Optional Optimal Life	\$0.00
Optional CHL Life	\$0.00
Short-Term Disability	\$0.00
Long-Term Disability	\$0.00
Healthcare Flexible Spending Account (FSA)	\$0.00
Dependent Day Care (DC)	\$0.00

Next

View your bundle

This page will display your recommended bundle of coverages based on your MyChoice answers.

If you choose to enroll in all of the recommended plans, click **'Next'**. This will automatically enroll you in each of the recommended plans.

If you have any questions as you go through enrollment, contact the Benefit Administrators at 800-719-3434.

Use the **'Reference Center'** to help you make elections.

Review your elections

Review, edit and approve your personal information, elections, dependents and total cost.

Confirmation of Benefit Elections and Payroll Deductions

A Confirmation of benefits and beneficiary designations WILL NOT be mailed to you. It is your responsibility to review your benefit selections.

To Review your benefit elections, go to "Benefits" in the blue bar above and select "Benefits Summary". This Summary contains the insurance benefit details. If you designated each beneficiary.

If you have added dependent coverage for medical, dental, voluntary spouse life or voluntary child life, your elections will not be approved until you provide documentation proving eligibility of your dependents. You must provide this documentation within 30 days of your date of hire.

Documentation may be sent via email to benefits@state.co.us or fax to 303-866-3876. If you have questions regarding documentation contact your HR/benefits representative or the benefits unit at 303-866-3434 or 1-800-719-3434 (toll-free).

Medical Supplement Enrollment Link

For the 2015 - 17 plan year, the Supplement for medical insurance is available to qualified income State employees with dependent children please click the link below to apply for the State of Colorado Medical Supplement Program.

Click here: [MSA Account Creation](#)

If you enrolled in the State contribution MSA, you must create a bank account with Optum Bank in order to receive the MSA per month. Please click on appropriate link on next page.

Thank you for using the State of Colorado Benefits Administration System!

Total Employee Cost: \$19,24

Next

Approve

Once you have reviewed your elections and they are accurate, click **'Approve'**.

Confirm your choices

Your enrollment isn't complete until you confirm your benefit elections.

Print

Print your election information and confirmation number for future reference.

Transaction Complete - Pending Approval Step 5 of 5

Confirmation Number **Print**

4147252236

[Send to Message Center](#)

What Would You Like To Do Or View?

Profile

Benefit Summary

Change My Benefits

Personal Documents

Need a Benefit Summary?

Click on "Benefits" in the top green bar and select "Benefit Summary" for a printable copy of your current benefits.

Select the reason for change that applies and enter the date of the event.

BASIC INFO

- Examples:
 - Change of address
 - Change of beneficiary

LIFE EVENT

- Examples:
 - Marriage/Divorce
 - Birth/Death

MAKE MID-YEAR CHANGES

The benefit elections you make will remain in effect until the end of the plan year unless you are affected by one of these life changing events:

- Getting married or divorced,
- A change in job status (for you or an enrolled dependent),
- Having a baby or adopting a child, or
- An enrolled child turning 26.

If you experience any of these qualifying events, you must provide the required supporting documentation and make changes within **30 days**.

1. Login to www.benefitsolver.com.
2. Click on the **'Change My Benefits'** button to change your benefits or your basic information.
3. Select the life event button and make your changes.



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