

# Open Enrollment 2023

## Enrollment Guide



## UNC System Enrollment Portal:

- Accident plans
- Accidental death and dismemberment (*AD&D*)
- Cancer plans
- Critical illness plans
- Dental
- Flexible spending accounts (*FSAs*)
- Group term life insurance
- TRICARE supplemental coverage
- Vision

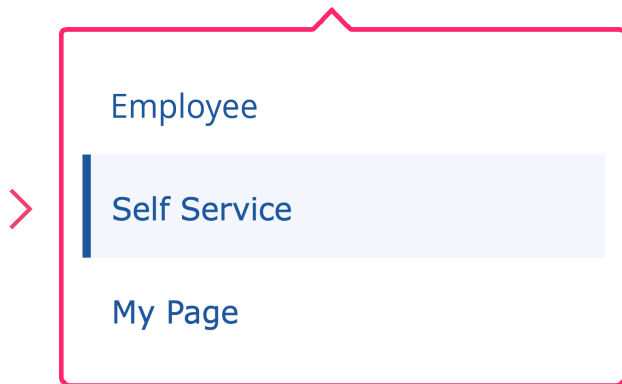
## State Enrollment Portal:

- Health insurance
- Tobacco attestation

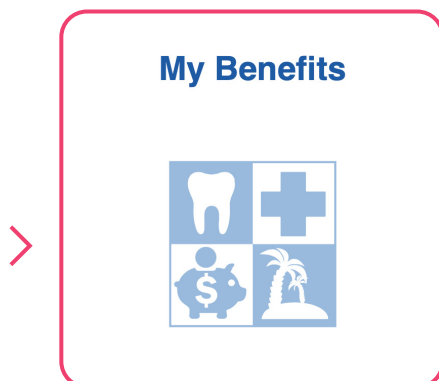
# Enrollment Portals

## How to Access the Different Portals

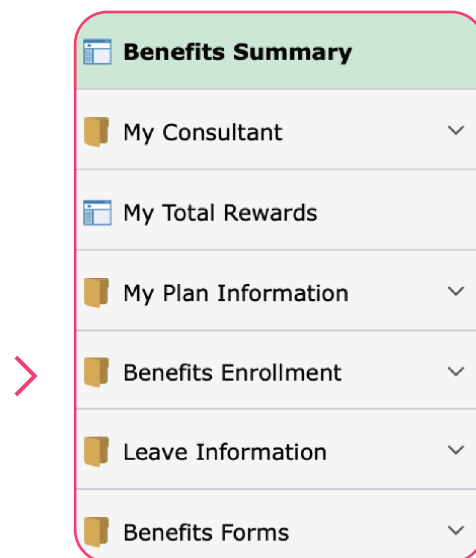
1. Log in at [ConnectCarolina.unc](https://connectcarolina.unc.edu)
2. Select [Self Service](#) from the drop-down at the top of the page



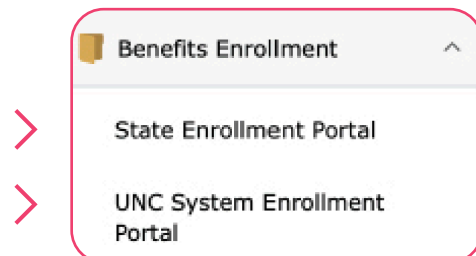
3. Select the [My Benefits](#) tile



4. Select [Benefits Enrollment](#) (on the left).



5. Select an [Enrollment Portal](#)



6. Follow onscreen instructions or refer to this guide to make your benefit selections for 2024

# State Enrollment Portal

## Benefit Selections at a Glance

**01** Once logged into the **State Enrollment Portal**, select a State Health Plan under *Future Benefits* and complete your *Tobacco Attestation*

**Your benefits at a glance**

Current Benefits | Future Benefits <

Medical  
Base PPO Plan  
(70/30)  
\$85.00/month

> **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 .....

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

**02** Click the green *Save* button at the bottom of the **Medical Costs Benefit Summary** page, to commit your benefit selections

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 CE benefit elections. Show/Hide all

**Benefit Elections (1 items)**

Monthly  
Sign up for Employer Contribution  
Medical

**You Pay**

Subtotal  
Premium Wellness Credits  
Monthly Total \$-80.00

**REMINDER**  
The choices you pick will not stick, unless you save them with a click!

**03** Click the link in the green box to *review and save* (Print, screenshot, or photograph) the **Confirmation Statement** page for your records

Home  
Profile  
Benefits  
Dependents  
Language Preferences  
Manage Account

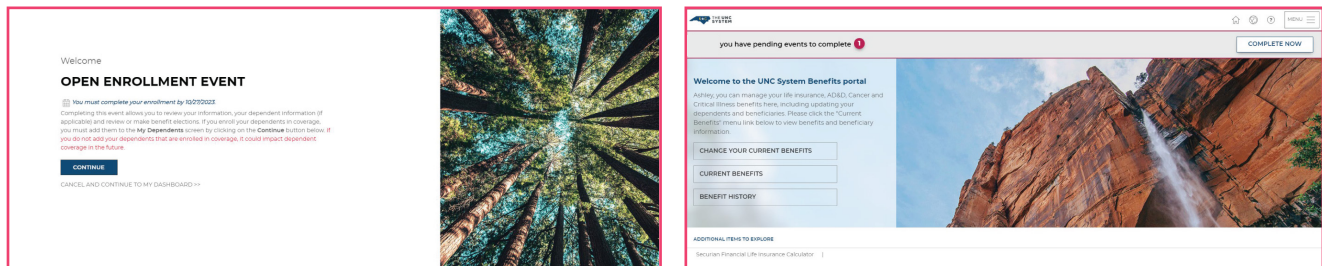
✓ **Congratulations,** You have successfully completed your enrollment process.  
Please review and print your Confirmation Statement for your records.

**\*\*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**  
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.

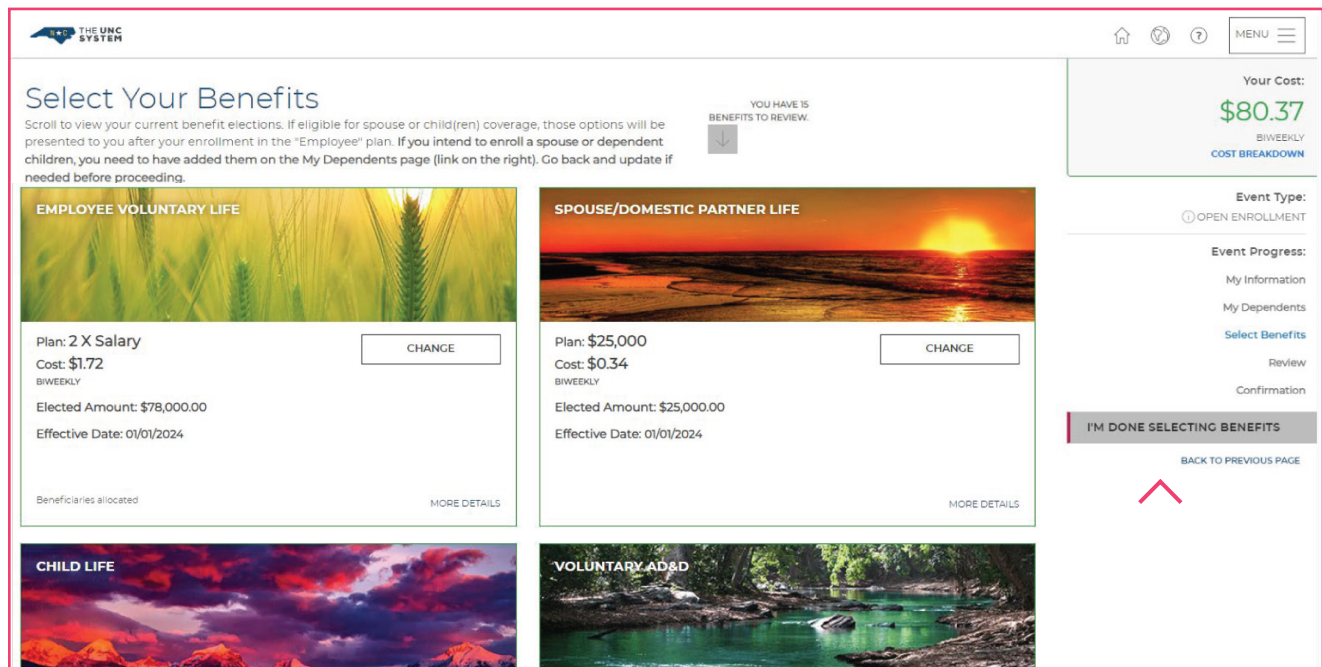
# UNC System Enrollment Portal

## Benefit Selections at a Glance

**01** Once logged in to the **UNC System Portal**, review your personal and dependent information (Note: the UNC System portal has two possible layout options on login)



**02** After reviewing your personal and dependent information, proceed to selecting your *benefit plans* for 2024



**03** Once you have completed selecting your benefit plans, click *I'm Done Selecting Benefits* in the menu on the right

# UNC System Enrollment Portal

## Benefit Selections at a Glance

### 04 Update and review beneficiary information, then click *I'm Done With Beneficiaries* to proceed.

#### Review Beneficiary Allocation

Please review your beneficiary information. Beneficiaries are a form of estate planning and ensure that your assets are transferred to the right person, people, or entity upon your death.

**TAKE ACTION:** It is important to maintain your beneficiary designations by keeping them current and including as much information in the fields below as possible.

There are two types of beneficiaries: primary and secondary.

- A **primary** beneficiary is the person (or persons) first in line to receive the death benefit from your life insurance policy; typically your spouse, children, or other family members.
- In the event your primary beneficiary dies before or at the same time as you, most policies also allow you to name at least one backup beneficiary, called a **secondary** beneficiary. If the primary beneficiaries are all deceased, the secondary beneficiaries receive the death benefit.

If you do not designate a beneficiary, it may be unclear who is entitled to the funds, which can delay the benefit payment.

**Retirement plan beneficiaries are not stored in this system and are record kept by the retirement vendor/plan.**

My Beneficiaries ADD NEW BENEFICIARY

Beneficiaries can be one or more individuals or organizations, such as a charity or trust. It is important to update your beneficiary designations whenever you experience a family status change.

| Name | Date of Birth | SSN/EID/TIN | Type | Relationship |
|------|---------------|-------------|------|--------------|
|------|---------------|-------------|------|--------------|

**Event Progress:**

- My Information
- My Dependents
- Select Benefits
- Review**
- Confirmation

**I'M DONE WITH BENEFICIARIES**

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### 05 Review EOI information (if applicable), then click *I'm Ready To Finalize My Elections* to proceed.

#### EOI Verification

Please pay close attention to whether your requested change requires you to complete Evidence of Insurability (EOI). If you are required to complete EOI you will see a link below to submit Evidence of Insurability (EOI).

If you are pending **Employee Life** or **Spouse Life** coverage with **Securian**, once you click on the link, the Securian LifeBenefits website will open in a new tab.

If you are pending **Supplemental Disability** coverage with **The Standard** or **Lincoln Financial**, click on the link below to download a form with instructions to submit EOI.

**Once you've completed your EOI application on the Securian LifeBenefits website or downloaded your EOI form from The Standard or Lincoln Financial, you must click back to COMPASS (this website) to confirm your elections. If you do not confirm your elections through COMPASS (this website) you may experience approval delays, retroactive payroll deductions, or disenrollment in the plan.**

If you are pending Supplemental Disability coverage with The Standard or Lincoln Financial, disregard the Elected Amount and Approved Amount noted below.

**Event Progress:**

- My Information
- My Dependents
- Select Benefits
- Review**
- Confirmation

**I'M READY TO FINALIZE MY ELECTIONS**

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### 06 Review benefits before accepting your 2024 enrollments and changes. After clicking *Submit My Elections*, a final popup box will request that you *Accept* or *Deny* your elections.

### 07 Review and *Save* (Print, screenshot, or snap a photograph) your Confirmation Statement for your records