

Redlands Unified School District Announces –

Online benefits enrollment made easy with *BenefitBridge!*

Introduction to BenefitBridge


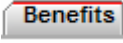
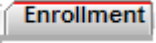
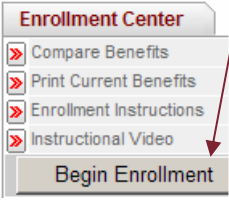
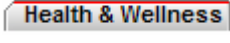
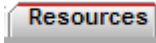
BenefitBridge is a personalized, benefits resource system which allows employees to complete their benefits enrollment online. Accessed from any computer with an Internet connection, you can compare plan options, access quick links to carrier websites, open and print benefits-related employer documents; and, utilize a health-related resource library and other interactive tools.

Registration & Login - Registration is easy – just 3 simple steps!

Access your **BenefitBridge** website at: www.benefitbridge.com/redlands - then follow the on-screen instructions:

Step 1	➔ Select “Register” to Create an Account	Step 2	➔ Create a Username & Password	Step 3	➔ Select “Continue” to access BenefitBridge <i>(Print page with account information.)</i>
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Resources & Enrollment

BenefitBridge Portal Contents – Where Do I Find?	
	Carrier website links; Current Benefit Enrollments (after you have completed your New Hire Enrollment process); Employer Announcements; Password/Email Reset; Hospital Comparisons.
	Carrier Plan Options; “ Compare ” Plans tool; Benefits Documentation and Forms; other Health-Related tools and links.
<p style="text-align: center;"></p> <p>Access your enrollment via the Enrollment (tab) or “Begin Enrollment” button (on Home page.)</p> 	<p style="color: red;">This is your online enrollment! Before you click the Begin Enrollment button, make sure you have the SSN for any dependents you would like to add. If you are selecting an HMO plan (excluding Kaiser,) you must have the name of your doctor and their provider ID number. You may now access & complete your Benefit Elections.</p> <ul style="list-style-type: none"> • Follow on-screen instructions, completing information on the 5 enrollment screens. <div style="border: 1px solid gray; padding: 5px; margin: 10px 0;"> Personal Dependents Core Optional Review </div> <ul style="list-style-type: none"> • Important Reminder: On Review screen, don’t forget to check “I Agree” and submit enrollment! <div style="border: 1px solid gray; padding: 5px;"> Your Approval: <input type="checkbox"/> I AGREE (Check to confirm your final approval.) <input type="button" value="Ok, Submit For Coverage"/> </div>
	Health Information Research; Calculator tools.
	Life Events Information; Medical Information Resource links.

Need Help? Contact BenefitBridge Support: (800) 814-1862; Mon. – Fri., 8:00 am – 5:00 pm PST