Enroll in Benefits   Last Updated: 10/29/2024 01:58 PM
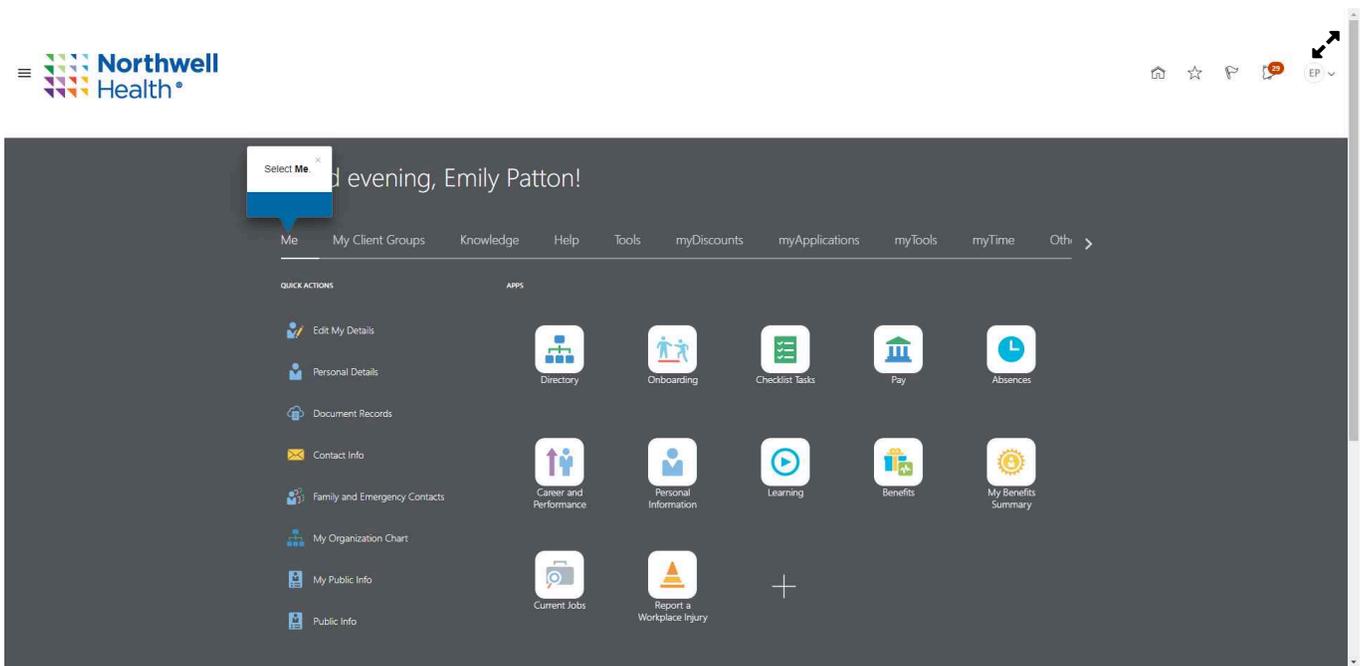
STEP 1

Click the **video** below for a guide on how to enroll in benefits. For step-by-step guidance through myExperience, click **next** in the bottom right of this window.
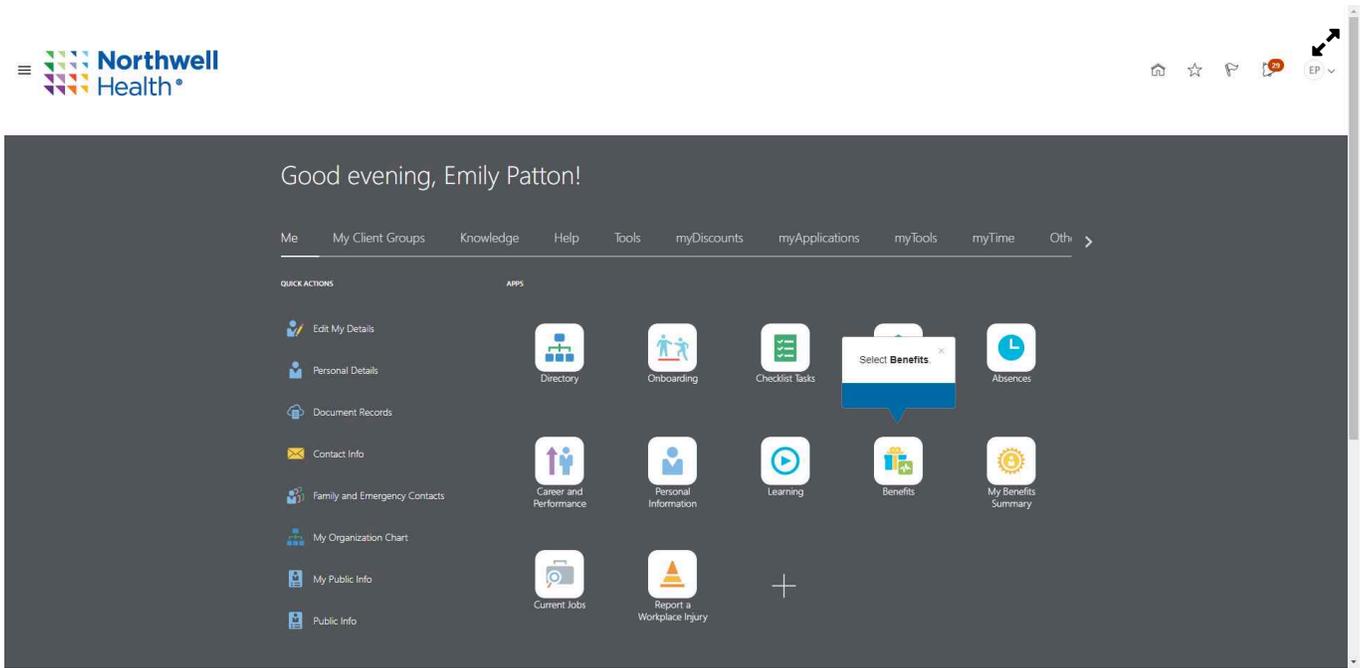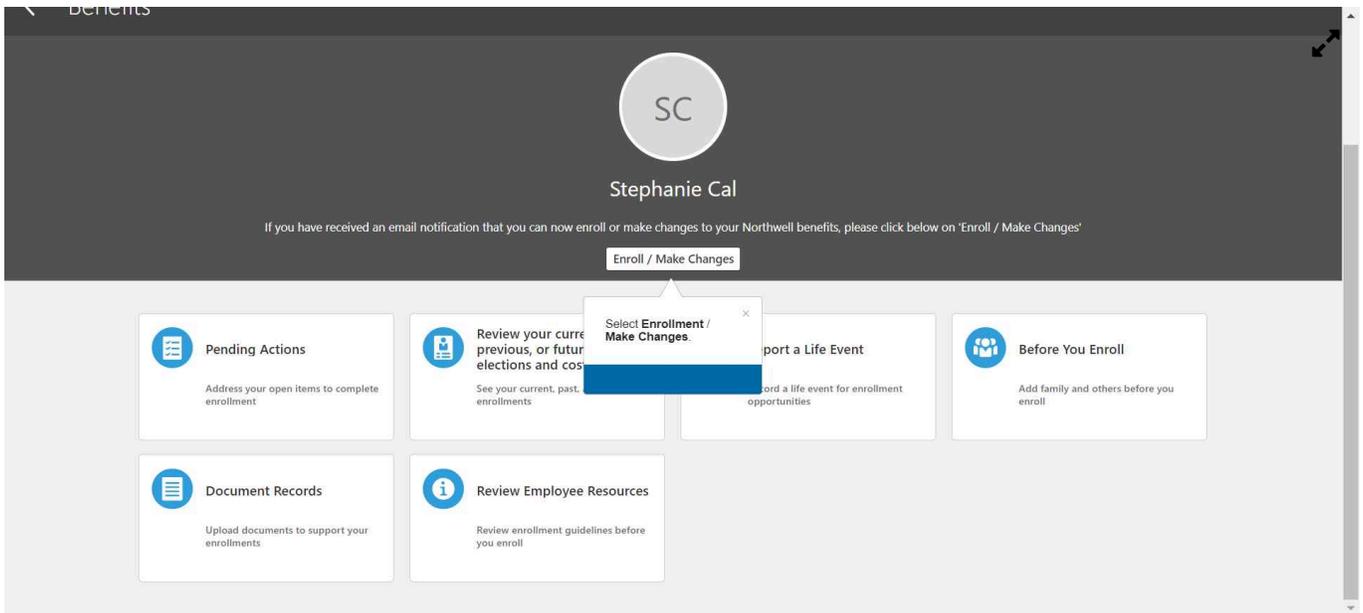

Open Enrollment - myExperience

STEP 2

Select **Me.**

STEP 3

Select **Benefits**.

STEP 4

Select **Enroll / Make Changes**.

STEP 5

Review people you plan to cover, then click '**Continue**' to proceed with enrolling.

"**People to Cover**" are imported from your Contacts in myExperience and _do not_ indicate benefits coverage.

- You can add a dependent/beneficiary by clicking the **Add** button.
- You can edit an existing record by **clicking on the name.** Then click on the **pencil icon** to the right. Once completed, click the 'Submit' button to save your changes. Then, click the back arrow to return to this page.
- If you wish to **remove** someone from your Benefits, click **Continue** and disenroll from specified plan(s).

**Note: Hover over the ⓘ icons, throughout the guide, for additional information.**

STEP 6

Fill in mandatory and pertinent fields, then select **Submit**.

STEP 7

Select **Accept**.

Note: Selecting Decline will terminate this task.
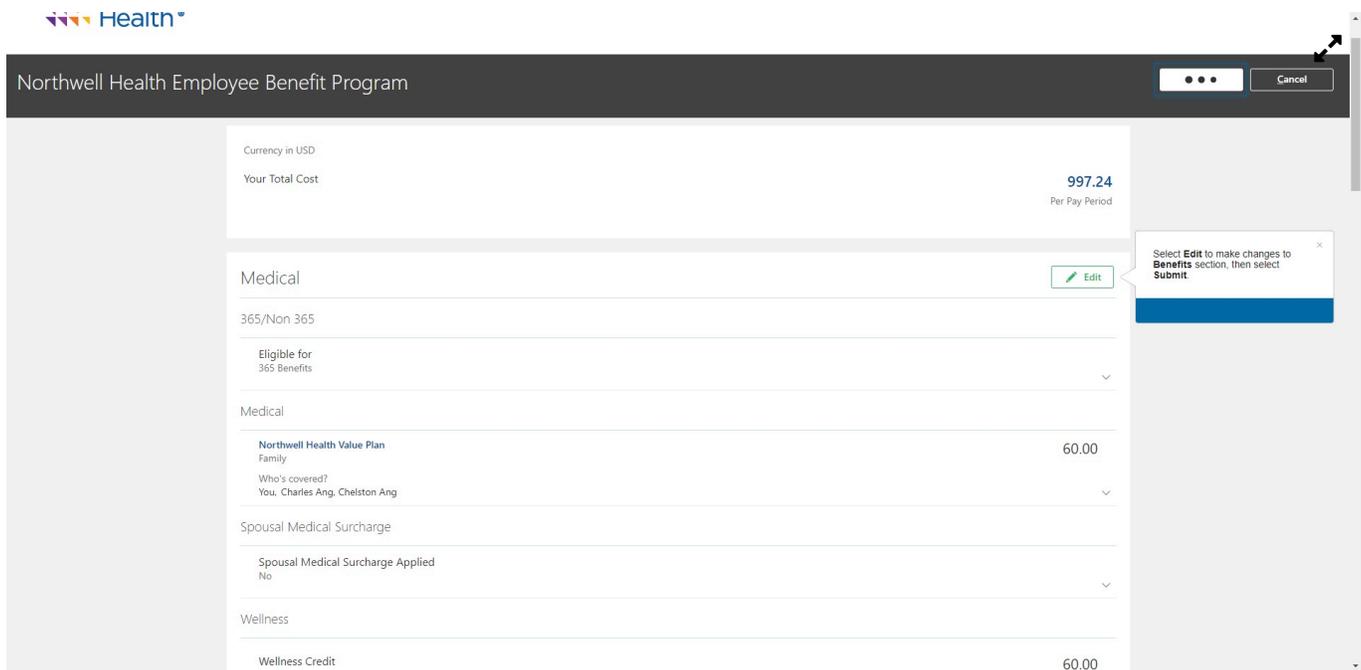
STEP 8
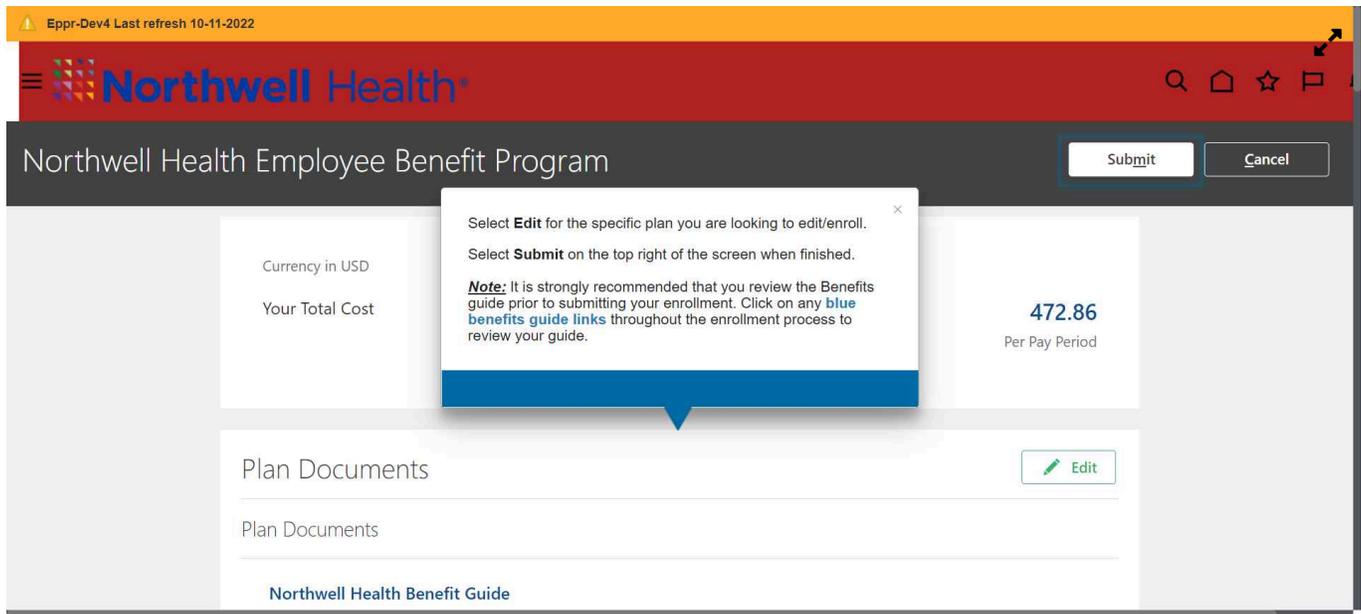
Select **Edit** for the specific plan you are looking to edit/enroll.

Select **Submit** on the top right of the screen when finished.

<u>*Note:*</u> It is strongly recommended that you review the Benefits guide prior to submitting your enrollment. Click on any **blue benefits guide links** throughout the enrollment process to review your guide.

STEP 9

Oracle internal step.

STEP 10

Northwell Health

Medical

After making changes/enrolling, select **Continue** to go back to the main Benefits Summary page.

Continue   Cancel

Currency in USD

Your Total Cost   60.00
                                                           Per Pay Period

Northwell offers our non-union team members three generous medical plans through United Healthcare.

The first two Point of Service plans (Value and Buy-Up) are similar in that they both feature in-system, in-network, and out-of-network coverage. When utilizing in-system Northwell and Northwell-affiliated providers, you will pay the low copay of $20 for a primary and urgent care visit, and $40 for a specialist.

The third plan is the Northwell Health High Deductible Health Plan (HDHP) administered by United Healthcare and Health Savings Account (HSA). This plan is designed for those who use in-system and in-UHC network providers and facilities and are looking to save for future medical expenses. This plan has lower premiums but higher deductibles than a traditional health plan.

Note: If enrolled in any of the United Healthcare medical plan options, participants will also automatically be enrolled in a prescription plan through Vivo Health Pharmacy.

365/Non 365

Eligible for

☑   365 Benefits

After making changes/enrolling, select Continue to go back to the main Benefits Summary page.

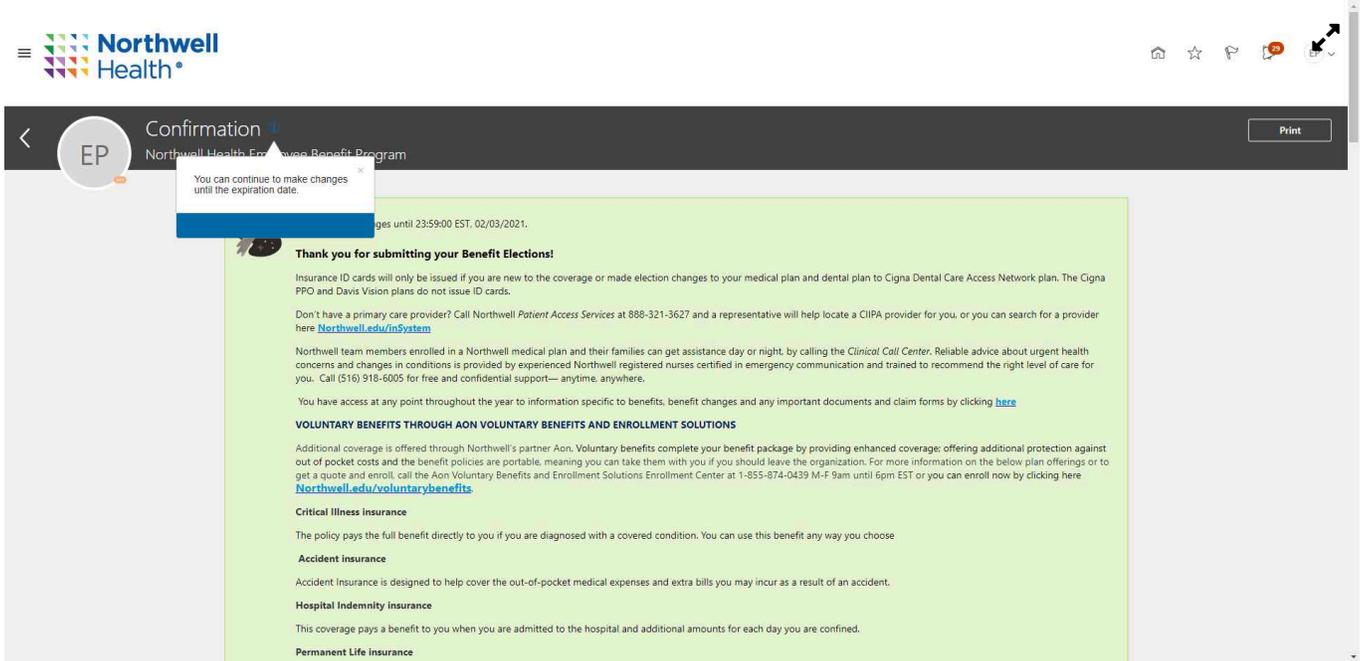## STEP 11

Review the Confirmation page to confirm your selections and identify any Pending Actions.
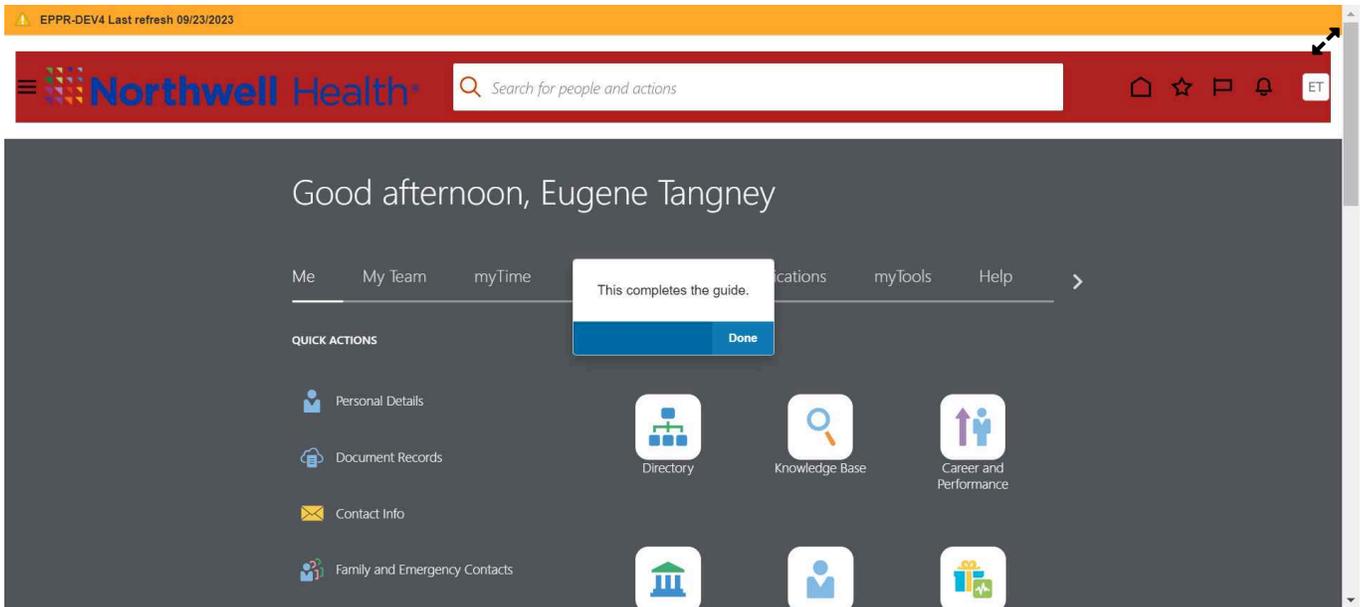
Note:

- A confirmation email will be sent to your Northwell email address.

- If you would like to print this page, please click **Print** on the top right of the screen.

STEP 12

You can continue to make changes until the expiration date.

STEP 13

This completes the guide.