



WELCOME NEW EMPLOYEES



ENROLLMENT DEADLINE

New employees are required to log in to THEbenefitsHUB to enroll or decline benefits for themselves and their eligible dependents within **30 days** of employment. Supplemental benefits are effective the first of the month following employment. Medical coverage may begin on the first day of employment or first of month following employment.

HOW TO ENROLL



1. www.mybenefitshub.com/newbraunfelsid
2. **CLICK LOGIN**
3. ENTER USERNAME & PASSWORD

- ➔ USERNAME: ‡
- ➔ Password: Your (4) digits of your birth year followed by last four (4) digits of your SSN



Scan to go to the benefits site!



SIGN UP FOR IMPORTANT TEXT REMINDERS

Text **"FBS NBISD"** to **800-583-6908**
GROUP CODE **FBSNBISD**

Important Tips

- ➔ **INTERACTIVE BENEFIT GUIDES** 24/7 access to a mobile friendly summary of your benefits with interactive videos and digital resources.
- ➔ **BENEFIT WEBSITE** Your complete benefits resource for all plan brochures, resources, enrollment tools, and support.
- ➔ **TRS CUSTOMER SERVICE** Call BCBSTX at 1-866-355-5999 for specific TRS Medical questions.
- ➔ Your next opportunity to make changes is during annual enrollment unless you experience a qualifying event.
Changes must be made within 30 days of the event date—notify the Benefits office.

Benefit Questions?

FOR PERSONALIZED SERVICE, a dedicated Benefit Specialist is available to assist with enrollment and answer benefit questions.

FBS BENEFITS CARELINE: 1-800-583-6908

Service Questions?

For assistance after enrollment (ID cards, claims, etc.) use the Contact Us feature on your benefit website or call (800) 583-6908.