ENROLLING IS EASY

LOG IN

Visit www.enrollwithNIHIP.com from any computer or smart device and **Login** with your **User Name** and **Password**.

New users must **Register** and answer security questions. Our case-sensitive company key is **NIHIP**.

GET STARTED

Click **Start Here** and follow the instructions to make your benefit choices by the deadline on the calendar. If you miss the deadline you will have to wait until the next annual enrollment period to enroll or make changes.

FIND INFORMATION

View plan details, carrier specifics and resources in the **Reference Center**.

CONFIRM YOUR ADDRESS

After selecting **Start Here** and navigating through the opening message, you will want to review and confirm your current **Home Address** is correct to ensure you receive your ID card timely.

MAKE YOUR ELECTIONS

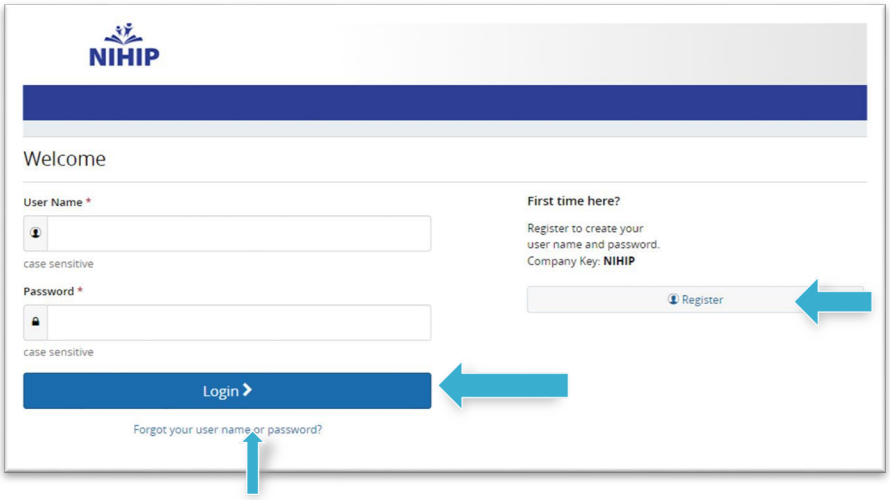
Using **Previous** and **Next** to navigate, review your options as you move through the enrollment process.

Select plan(s) and who you would like to cover.

Track your choices and costs along the left side.

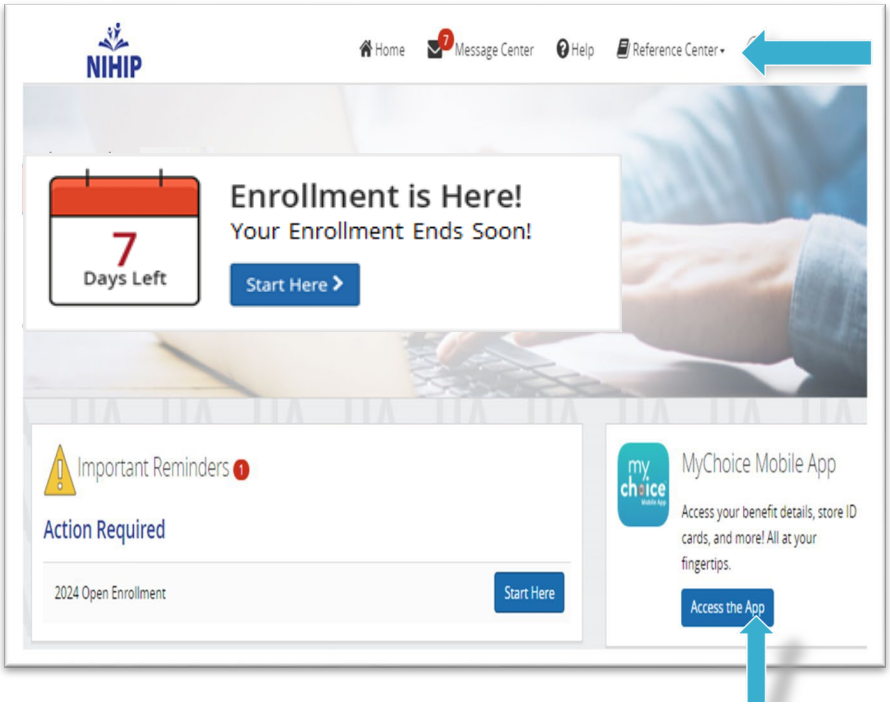
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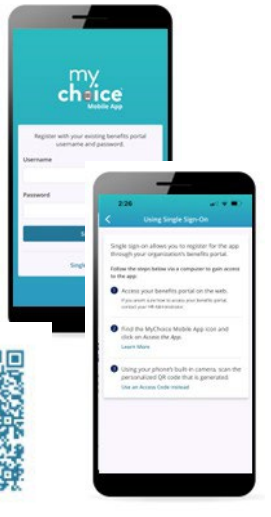
Need to reset your user name or password?

1. Click **Forgot your user name or password?**
2. Enter your Social Security number, birth date and our company key, **NIHIP**.
3. Answer your security phrase.
4. Enter and confirm your new password, then click **Continue** and **Login** with your new credentials.

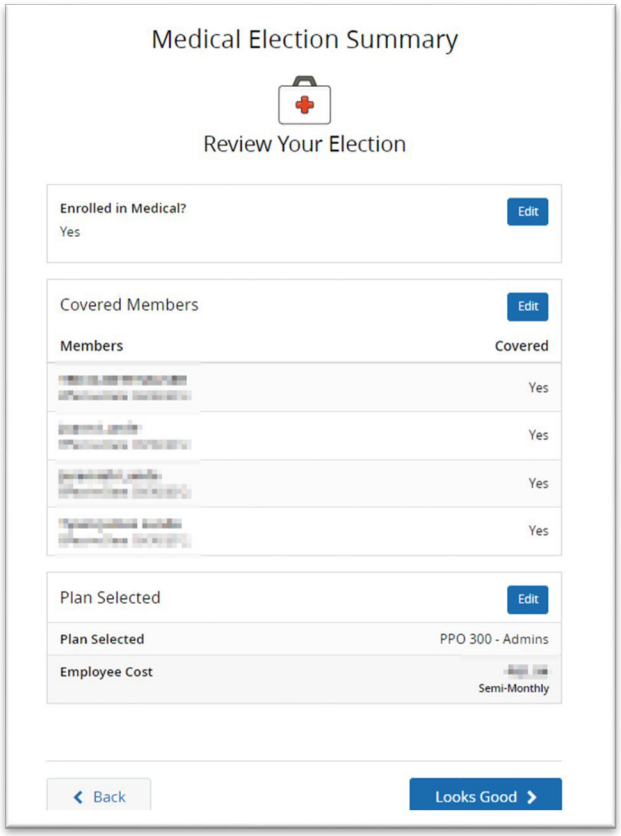


Download the MyChoice℠ Mobile App

1. Visit your device's app store and download the **MyChoice Benefits®** Mobile App.
2. Visit www.enrollwithNIHIP.com, click **Access the App** to get started, or scan the QR code below to download the app on your device.
3. Visit this site year-round to learn more about your benefits, find plan information, and access tools to improve your healt







ENROLL IN COVERAGE

After you've reviewed each individual benefit election, it's time to review your enrollment at large. Make sure your personal information, elections, dependents, and beneficiary(ies) are accurate, then approve your elections.

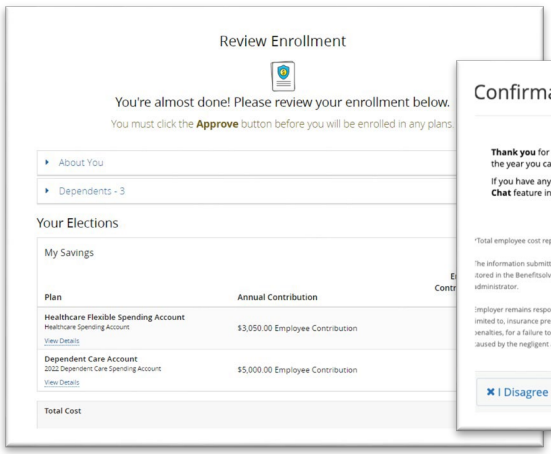
FINALIZE

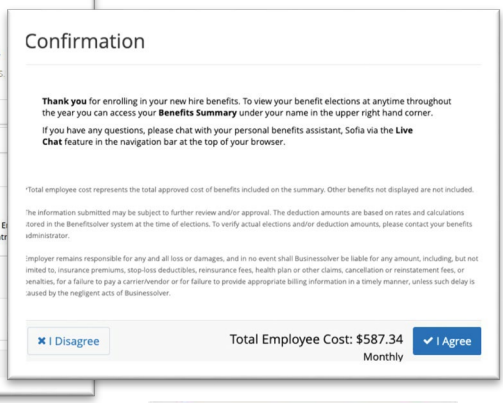
To finish, click **I Agree.** When your enrollment is complete, you will receive a confirmation number and can print your **Benefit Summary** for your records.

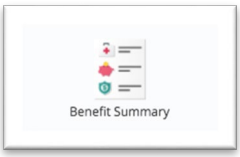
Check your **Important Reminders** for actions needed to complete your enrollment.

REVIEW YOUR BENEFITS

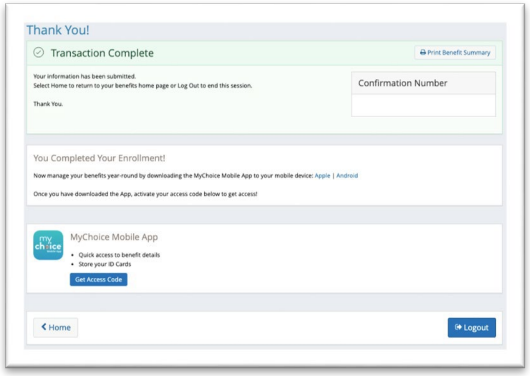
You have year-round access to a benefits summary that shows your personal selections. Click **Benefit Summary** on the homepage to review your current benefits at any time.











Change your benefits

Once approved, your benefit elections will remain in effect until the end of the plan year, unless you have a qualifying life event such as marriage, divorce or having a baby. Find detailed information in the **Reference Center**.

1. Click on **Change My Benefits**.
2. Select **Life Event** and the event type.
3. Review your options and follow the election steps outlined above to complete your changes.

Change your beneficiary(ies)

1. Click on **Change My Benefits**
2. Select **Basic Info** and **Change of Beneficiary**.
3. Follow the prompts to complete your change.

Beneficiary changes can be made at any time of the year.

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