




# 2020 Benefits Open Enrollment

## Are you covered?

The enrollment platform opens on Monday, October 26<sup>th</sup> and closes on Friday, November 13<sup>th</sup>.

Coverages and changes become effective January 1<sup>st</sup>, 2021.

### **How-to Enroll:**

- Enrollment platform works best on Google Chrome or Firefox. (Internet Explorer is NOT recommended)
- To enroll for 2021 benefits go to:  
[www.benselect.com/enroll/login.aspx](http://www.benselect.com/enroll/login.aspx)
- Username (Employee ID): First name + first initial of last name + 6 digit birthdate. Example: John Smith would be: **johns051782**
- PIN: Last 4 digits of Social Security + last 2 digits of birth year
- Make benefit selections, advance screens using the  button
- If applicable and prompted, complete supporting documents and submit to Employee Benefits via email (Spouse/Domestic Partner Eligibility, Dependent Eligibility Affidavit, Health Savings Account Data Collection Form, etc.)
- Sign and submit enrollment using your PIN number (this is your electronic signature)

### **HELPFUL TOOLS & RESOURCES:**

- Enrollment Platform has library with all Plan information & forms.

Look for the library icon 

- Technical Support: 866-581-0474; 9am to 6pm, Monday - Friday
- Visit the Monroe County website:

[www.monroecounty-fl.gov/groupinsurance](http://www.monroecounty-fl.gov/groupinsurance)

- Benefits Booklet
- Rate Sheets
- Benefits Overview Presentation
- How to Enroll
- Disclosures and Annual Notifications

Questions & Support:  
Employee Benefits Office  
305-292-4450 or 305-292-4446