

# How to access your benefits



Welcome

First time here?

Register to create your user name and password.

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Welcome

User Name \*

case sensitive

Password \*

case sensitive

State of New Jersey Annual Open Enrollment is Here!  
State of New Jersey Annual Open Enrollment Ends October 31st.

Days Left

Home | Change My Benefits | My Benefits | Contacts

WELCOME TO mynjbenefitshub

welcome to the State of New Jersey Division of Pensions & Benefits **My New Jersey Benefits Hub**. We are excited to present you with online tools and information so that you can get the most out of your benefits.

**Benefit Guide** | **Change My Benefits** | **Earn My NJWELL Reward** | **Find a Provider**

**Contacts** | **Additional Benefits** | **Change My Address or Email** | **Plan Details**

**Important Reminders** ●

**Action Required**

State of New Jersey Annual Open Enrollment

Review my current coverage



## HOW TO LOGIN:

Navigate to: <http://mynjbenefitshub.nj.gov> and click Register.

Enter Social Security Number and Date of Birth.

Company Key = SHBP/SEHBP

*You may also log into the Benefitsolver website through the myNewJersey portal. At the bottom of the screen along with your MBOS and EPIC button, you'll see a new button that reads "Benefitsolver".*

## LET'S KEEP IN TOUCH

You'll be asked to provide an email address so we can send you the latest information on your benefits, including **Annual Open Enrollment Information**.

## DISCOVER YOUR SITE

Explore the site to learn about your benefits. You'll find lots of helpful information in the **Reference Center**.

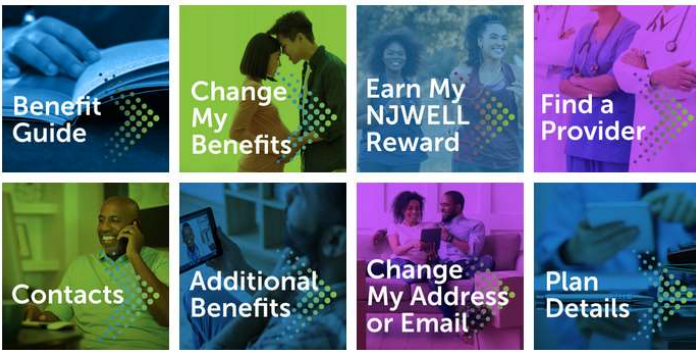
## REVIEW YOUR BENEFITS

Click the **Benefit Summary** button on the home page to review your personal information, your covered dependents, and your medical, prescription, and dental plan details.

## FOR HELP

Sofia, your personal benefits assistant, can answer questions and guide you through the site.

Contact your local Human Resources Department, Benefits Administrator, or your Certifying Officer for additional assistance.



## CHANGE YOUR BENEFITS OR INFORMATION

To report a Qualifying Life Event, such as a Marriage or Birth/Adoption in the last 60 days, start by clicking the **Change My Benefits** button.

Select your Life Event from the **Life Event** box and enter the effective date of the change.

To change your contact information, start by clicking the **Change My Address or Email** button.

Search Reasons for Change

Select the reason for change that applies and enter the date of the event.

<b>ENROLLMENT</b> <small>Examples: New Hire Enrollment Open Enrollment</small> State of New Jersey Annual Open Enrollment	<b>BASIC INFO</b> <small>Examples: Change of Address Change of Beneficiary</small> Address and Phone Number Information Change	<b>LIFE EVENT</b> <small>Examples: Marriage/Divorce Birth/Death</small> Add Child age 27 to 31 Ch 375 Coverage Birth or Adoption Death of Dependent Divorce Drop Coverage on Demand-Please Enter Today's Date Gains Coverage Elsewhere Loses Coverage Elsewhere Marriage Return From LOA Update Dependent Demographic Information Only
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## CONTINUE YOUR CHANGE

The next set of screens will walk you through your enrollment step by step, showing you the available options relevant to the change you'd like to make.

Make sure your personal information, elections, and dependents are accurate, then click **Looks Good!**

To complete your transaction, click **Approve**. On the Confirmation screen, click **I Agree**.

Transaction Complete [Benefit Summary PDF](#)

Your information has been submitted.  
Select Home to return to your benefits home page or Log Out to end this session.

Thank You.

Confirmation Number  
123-53-04-4539

If you've added new dependents, you will be prompted to provide supporting documentation. Your employer will verify all uploaded documents before your dependent is approved.

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

**Important Reminders** 2

**Action Required**

State of New Jersey  
Annual Open Enrollment - Complete [Review](#)

State of New Jersey  
Annual Open Enrollment - Pending Dependent Verification [Upload Documents](#)

## AFTER YOU ENROLL

Return to the Home page to check for any additional tasks needed to complete your enrollment. View or download your Benefit Summary, and download the **MyChoice Mobile App**.

Visit this site anytime you want to learn more about your benefits or even search for a new provider and book an appointment using **Amino!**

**MyChoice Mobile App**

- Quick access to benefit details
- Store your ID Cards

[Get Access Code](#)

