

HOW TO ENROLL



Remember

Open Enrollment will take place from October 1- 15, 2020. You do not need to take action if you do not want to change any of your current benefit elections. During this time, you can make changes to your current benefits such as:

- Change medical plans if enrolled
- Add/drop dependents
- Update your address, phone number or email address
- Add/drop dental & vision



Before You Enroll

- Collect the date of birth, Social Security Number (SSN), and address for each dependent you wish to add to your coverage.
- Consider your needs and the needs of your eligible dependents.
- Review any benefits offered through your spouse's/domestic partner's employer to avoid costly duplicate coverage.
- Carefully review the information in this benefits brochure and other enrollment materials.



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Enroll Over The Phone

Enroll Over the Phone by Calling the SLO Retiree Enrollment Line. Call 1-855-230-0745 Ext. 4453 to be connected with a dedicate enrollment specialist who will process the changes you would like to make over the phone.



Enroll Online

1. Go to: www.benxcel.net
2. Enter your user information:
 - **USER ID:** First letter of your first name, full last name, entire Date of Birth (DOB)
 - Ex: Judy Smith-Doe DOB: 01/25/1973, USER ID: jsmithdoe01251973
 - **PASSWORD:** If you cannot remember your password, you can utilize the "Forgot Password" button or call BCC at 1-800-685-6100.
 - **Company Name:** SLO
3. Click the Sign In button to enter the system.
4. Follow the system prompts to review the benefit options and begin making elections.
5. A Confirmation Statement will appear once you have made your elections. Click finish at the bottom of page and save or print the confirmation statement for your records.



Need Help?

If you have forgotten your username and/or password, are having system issues, or need help navigating the portal, you can call **BCC at 1-800-685-6100** for assistance.