

How to enroll in your benefits



Open Enrollment

Aug. 1st -Aug. 31st 2025

► LOGIN

Visit www.benefitsolver.com and login using your user name and password.

First time users: **Register** your user name and password and answer a few security questions. The case-sensitive company key is **PRM**. Log in using your new user name and password.

Multi-Factor Authentication (MFA): Upon logging with your credentials, you will be asked to set up authentication through email, text or an authenticator app. You will then use that authentication method. Simply enter the code given and enter into the system.

The login page for Benefitsolver. It has a "Welcome" header. Below it are two input fields: "User Name *" and "Password *". Both fields have a "case sensitive" label below them. To the right of the password field is a "First time here?" section with the text "Register to create your user name and password." and a "Register" button. At the bottom, there is a link that says "Forgot your user name or password?".A series of overlapping screenshots showing the Multi-Factor Authentication (MFA) setup process. The first screen is titled "Multi-Factor Authentication" and "Set Up Multi-Factor Authentication". It explains why MFA is used and how it works. The second screen is titled "Code Sent" and asks the user to "Enter Code". It shows a code "123456" and a "Send new code" link. The third screen is titled "Multi-Factor Authentication Method" and offers two options: "Setup Multi-Factor Authentication with your Preferred Authenticator App" and "Setup Multi-Factor Authentication Through Text Message". The fourth screen is titled "Multi-Factor Setup" and asks the user to "Enter phone number". It shows a phone number "555-555-1234" and a "Send Code" button. The fifth screen shows a text message from "Benefitsolver" with a verification code "892511" and a red box around the code with the text "Enter this code for Benefitsolver access: 892511".A banner for the Annual Enrollment period. It features a calendar icon showing "10 Days Left". To the right of the calendar is the text "Annual Enrollment is Here!" and a "Start Here >" button.

► EXPLORE YOUR OPTIONS

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

The calendar at the top of the **Home** page lets you know how many days you have to enroll.

► START YOUR ENROLLMENT

Click the **Start Here** button to review your personal information and add or edit any dependents you wish to cover.

You will need to provide each dependent's legal name, Social Security Number, and birth date to add them to your coverage.*

*You may be required to provide documentation to prove your relationship to each dependent.

A form titled "About You" with a sub-header "Your Information". It contains fields for "First Name:", "Middle Initial:", "Last Name:", and "Social Security Number:". To the right of these fields is a section titled "Your Family" with a family icon. Below the "Your Family" section is the question "Do you have any dependents?" with two radio button options: "Yes" and "No".

► ENROLL IN COVERAGE

Choose to re-enroll in your current plans or use the **Next** and **Back** buttons to review and elect options available to you. Choose or decline coverage for each option, and select which family members you want to cover.

Review plan documents and use the **Compare** and **Plan Details** tools to view details and costs for the options available to you.

► REVIEW AND FINALIZE YOUR ELECTIONS

Make sure your personal information, elections, dependents, and beneficiaries are accurate, then approve your elections.

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.

► 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 make a change to your coverage (if you experience a qualifying life event).

Please contact your benefit administrator with any questions.
www.benefitsolver.com
Company Key: PRM