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| How to Enroll in the State Health Plan and Receive Your Wellness Premium Credits |
| Open Enrollment runs from **October 15 to November 18**. To help you enroll – and receive your wellness premium credits – please see the Step-by-Step Annual Enrollment instructions and review the overview below.

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| Step-by-Step Annual Enrollment InstructionsClick [here](https://shp.nctreasurer.com/Medical%20Benefits/AE2016_How_to_Enroll.pdf) for detailed screenshots that walk you through enrolling for medical coverage with the State Health Plan and completing the wellness premium credits process online. |

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| GET STARTEDTo begin the enrollment process, log on to [**https://shp-login.hrintouch.com**](https://shp-login.hrintouch.com). Follow the prompts.How to receive YOur wellness Premium CreditsIf you are enrolled in the Enhanced 80/20 Plan or the Consumer Directed Health Plan (CDHP) through the State Health Plan and wish to maintain or lower your premium, you **MUST** **complete your wellness premium credits by November 18, 2015**. Click [**here**](https://shp.nctreasurer.com/ActiveEmployees/Pages/Annual-Enrollment---Active-Members-and-COBRA-Participants.aspx)for more details. To receive your wellness premium credits, you must complete the following key steps during the enrollment process.1. You **MUST** select a Primary Care Provider (PCP) for you and your covered dependents. In addition, you should watch a video to learn more about Patient-Centered Medical Homes. [**See Steps 4 and 11**](https://shp.nctreasurer.com/Medical%20Benefits/AE2016_How_to_Enroll.pdf). **Note:** The video should launch in any browser from Internet Explorer 9 and above, Chrome, Firefox, Safari and more. It doesn't require a player to launch. Once you watch the video, just click on the “x” to exit the screen. You DO NOT need to watch the video each time you log on, so just click “x” to continue past the video after you log on. If you are unable to access the video, call the Eligibility and Enrollment Center at **855-859-0966.** A representative can read a short script via phone.
2. Complete the Health Assessment. [**See Step 12**](https://shp.nctreasurer.com/Medical%20Benefits/AE2016_How_to_Enroll.pdf).
3. Complete your Tobacco User Attestation. [**See Step 13**](https://shp.nctreasurer.com/Medical%20Benefits/AE2016_How_to_Enroll.pdf).
 | Macintosh HD:Users:xh3ym9n:Desktop:Files-post surgery:UNC:2016 Enrollment:HTML emails:UNC-2016 OE Highlighter cover.jpgClick [**here**](http://old.northcarolina.edu/hr/UNC-2016_Open_Enrollment_Highlighter.pdf) to review more detailed information about 2016 benefit options. |
| Complete Your EnrollmentOnce you finish the Premium Credit section, follow the final prompts to complete your enrollment. Be sure to click **Save**. Once you see **Enrollment Complete,** you will know your enrollment has been successfully completed**.** To print a confirmation statement:* Click **Home**
* Click **Subscriber Detail Report** under **Important Documents**
* Print your **Summary of Benefits** for your records. **Note:** It will take between 1 to 3 days for your Health Assessment wellness premium credits to appear on your Summary of Benefits.

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| **Important News About the NCFlex Health Programs**As you may have heard through the media, a former state employee of the NCFlex Program has been indicted by a grand jury on the charges of felony larceny and retention of property under false pretense. UNC has been assured that employee contributions and benefit coverage elected in the NCFlex program were not impacted or compromised by the possible misuse of funds. We will keep you informed if additional relevant information becomes available. |

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| Open Enrollment is **Thursday, October 15 – Wednesday, November, 18**. Be sure to enroll on time to get the coverage you need for 2016! |

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