

or deletion to your
the coming year.
you may add or delete dependents, change
dental plan, and enroll or cancel FlexCash.

SIGN IN

- I. Click Return to Select an Option
- c. If you are enrolling in medical benefits, you must select a Medical Plan by populating the radio button located next to the plan in which you wish to enroll. FlexCash enrollees should select the Waive option.

- 5. Click **Add/Review Dependents** to Add new dependents to your list or review bio-demographics regarding existing dependents.
 - a. Click the Add a

Add/Review Dependents

OK

OK

you are currently a **Flexible Spending Account participant (HCRA/DCRA)**, you must reenroll in the plan for next year as this plan requires an annual enrollment. If you are not a current HCRA/DCRA participant, and wish to enroll, you may do so during Open Enrollment.

- 1. Once signed in, select the Employee tab
- 2. Click the Open Enrollment link in the Benefits section
- 3. Click the **Select** button located next to your Job Title
- 4. ~~Medical Plan~~ **Click on the Medical Plan to make a change, click the **Edit** button located next to Medical**
 - a. Employees are encouraged to utilize the **CalPERS Health Plan Choice** link to

Continue

OK

Edit

information regarding plan is available in your area.

- b. Click the Overview of all Plans hyperlink for plan costs at a glance

Edit

18. Click **Add/Review Dependents** to Add new dependents to your list or review bio-demographic details regarding existing dependents.

OK

OK

a. Click the Add a dependent or beneficiary link to Add a new dependent.

I. You must provide the following information: First, Middle and Last Name, Gender, SSN, Relationship, Address

II. Click

III. Click **OK** to confirm Entry

IV. Select the Return to Dependent/Beneficiary Summary hyperlink

V. Select the **Save** button



Continue

Continue

OK

OK

OK

Edit



Sign

Proceed to Save

Continue

Continue