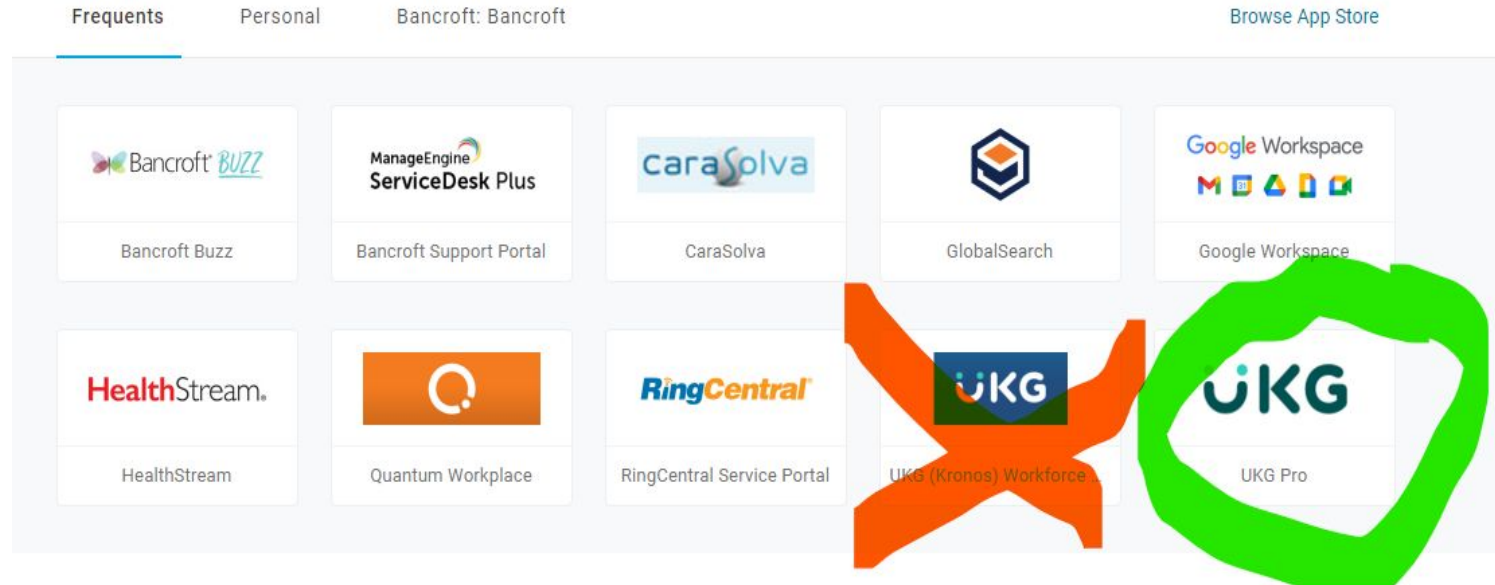


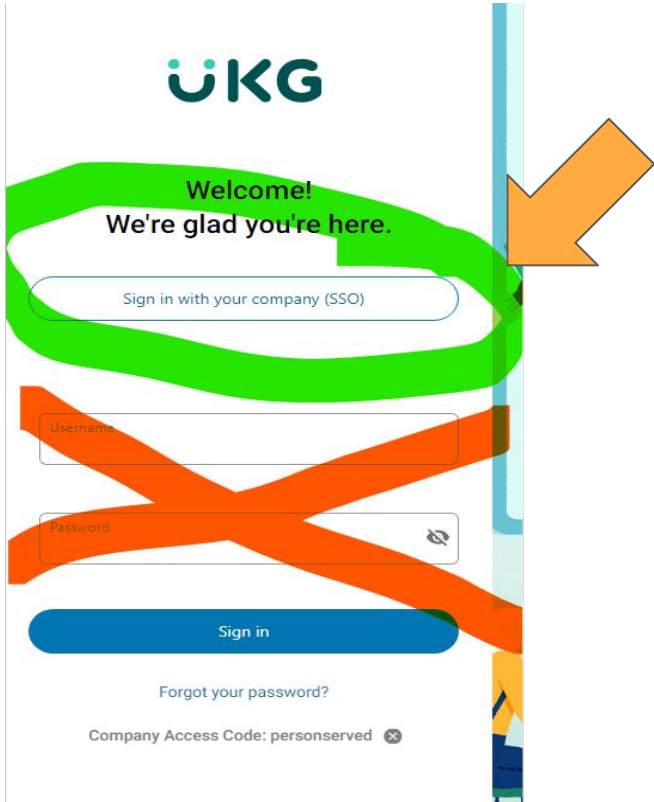
Full Time New Hire Benefit Enrollment Instructions



Step 1: Access UKG Pro via OneLogin



Full Time New Hire Benefit Enrollment Instructions



The image shows the UKG Pro login interface. At the top left is the UKG logo. Below it, the text "Welcome! We're glad you're here." is highlighted with a green wavy line. An orange arrow points from this text towards the "Sign in with your company (SSO)" button. Below the SSO button are fields for "Username" and "Password", which are crossed out with a large orange 'X'. A blue "Sign in" button is located below the password field. At the bottom, there is a link for "Forgot your password?" and a line for "Company Access Code: personserved" with a small 'x' icon to its right.

UKG

Welcome!
We're glad you're here.

Sign in with your company (SSO)

Username

Password

Sign in

[Forgot your password?](#)

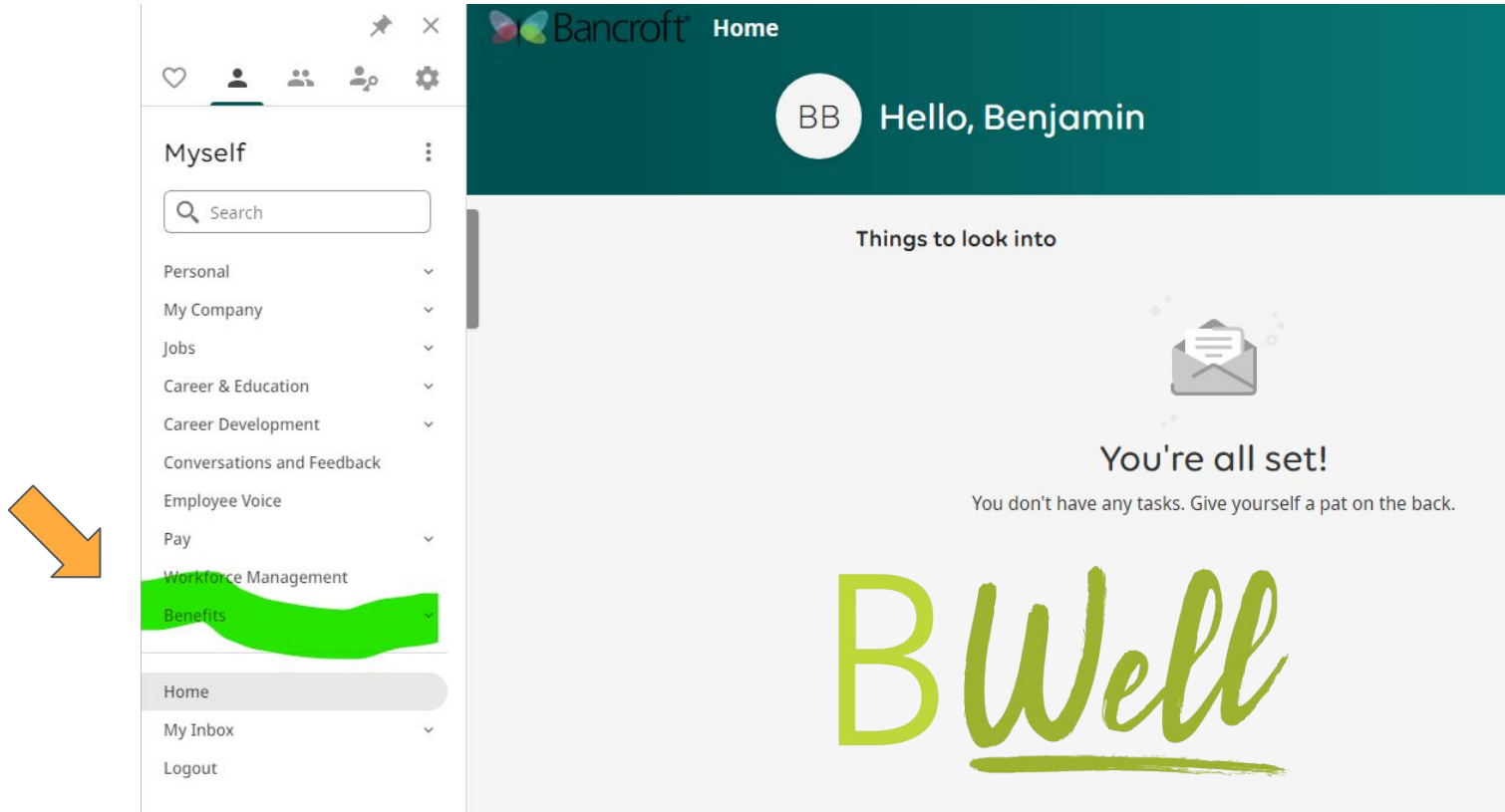
Company Access Code: personserved x

STEP 2: Sign into UKG Pro

B Well

Full Time New Hire Benefit Enrollment Instructions

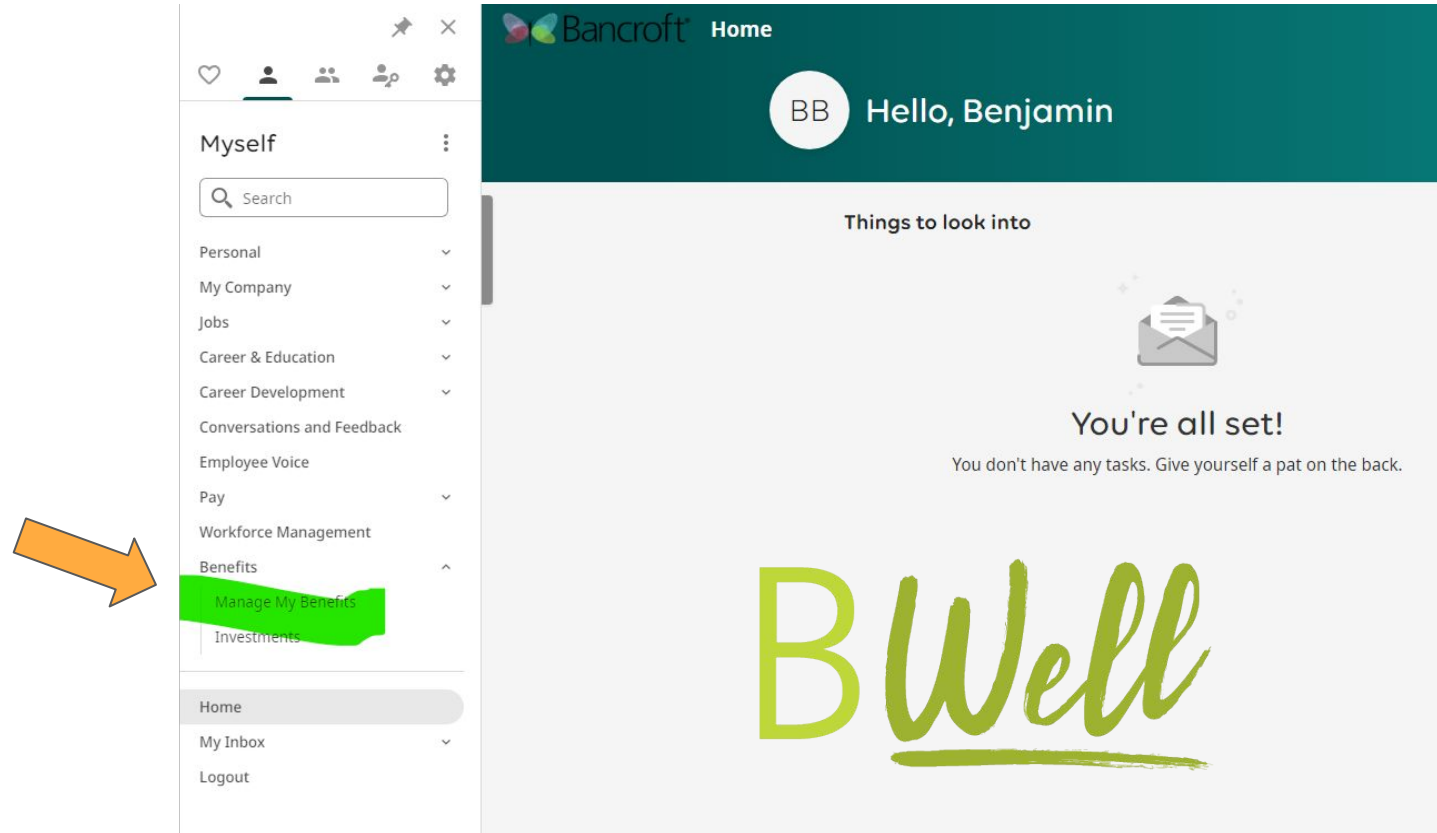
STEP 3: Click Benefits



The screenshot shows the Bancroft Home dashboard. On the left is a navigation menu with the following items: Myself, Search, Personal, My Company, Jobs, Career & Education, Career Development, Conversations and Feedback, Employee Voice, Pay, Workforce Management, Benefits (highlighted in green), Home, My Inbox, and Logout. An orange arrow points to the 'Benefits' item. The main content area has a teal header with the Bancroft logo and 'Home'. Below the header, it says 'Hello, Benjamin' next to a profile icon labeled 'BB'. The main content area is titled 'Things to look into' and features a message icon with the text 'You're all set!' and 'You don't have any tasks. Give yourself a pat on the back.' At the bottom of the main content area is the 'B Well' logo.

Full Time New Hire Benefit Enrollment Instructions

STEP 4: Click Manage My Benefits



The screenshot shows the Bancroft Home dashboard. On the left is a navigation sidebar with a search bar and a list of categories: Personal, My Company, Jobs, Career & Education, Career Development, Conversations and Feedback, Employee Voice, Pay, Workforce Management, Benefits, and Investments. The 'Benefits' category is expanded, and 'Manage My Benefits' is highlighted in green. An orange arrow points to this link. The main content area has a teal header with the Bancroft logo, the word 'Home', and a user greeting 'Hello, Benjamin'. Below the header, it says 'Things to look into' and 'You're all set!' with a message about no tasks. At the bottom is the 'B Well' logo.

Bancroft Home

BB Hello, Benjamin

Things to look into

You're all set!

You don't have any tasks. Give yourself a pat on the back.

B Well

Myself

Search

Personal

My Company

Jobs

Career & Education

Career Development

Conversations and Feedback

Employee Voice

Pay

Workforce Management

Benefits

Manage My Benefits

Investments

Home

My Inbox

Logout

Full Time New Hire Benefit Enrollment Instructions

STEP 5: Begin your benefit elections

BWell



Please note: You must view all offerings before you can check out. (Submit Elections)

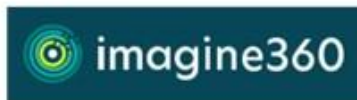
Some benefits not requiring payroll contributions require the “*I understand*” acknowledgement, such as EAP / Carebridge.

With so many resources, who should we call?



(844) 577-2616

Conner Strong's Advocacy Team is the starting place for all Member Needs.



Imagine360 Member Services (800) 903-4360

- Explanations of benefits & coverage
- Locating a provider & appointment scheduling
- Questions on medical bills or balance bills
- Ability to connect with a nurse for medical questions/concerns



Complete Care Coordination (609) 503-4707

- Guiding members with acute care needs
- Supporting members with chronic conditions (closing gaps in care)
- Helping members choose the right provider
- Regular engagement (follow-up) with members

