



reviewing your Confirmation Statement

GUIDE TO ONLINE ENROLLMENT

OVERVIEW

The Confirmation Statement is a summary document that captures the benefits elected and waived, the effective dates of plan participation, the dependents enrolled in each plan, the employee and employer cost of coverage, and other relevant information related to enrollment in Bellevue Benefits.

The Confirmation Statement is meant to be the last step before completing the enrollment process.

At the bottom of the Confirmation Statement is the **“Finish”** button that closes the enrollment and takes you to the Home Page.



INSTRUCTIONS

Review the content of the Confirmation Statement for accuracy. If not correct, return to the benefit that is incorrect using the numbers in the left menu bar. Make the necessary change(s) to the election.

If correct, click **“Finish.”** A pop-up will appear indicating that your changes have been submitted successfully.

Click **“Ok”** and the Bellevue Benefits Home Page will open.

