# **Amphenol**°

# BeneDetails & eElect with EasyEnroll

## 2017 Open Enrollment Guide

### **Amphenol Benefit Portal**

Please make sure you have any pop-up blockers disabled. Go to <a href="www.benedetails.com">www.benedetails.com</a>. Enter enrollment ID **91066** for the 2017 Benefit Open Enrollment.

If you have not visited BeneDetails before, you must register for the site. Your default **User name** is your SSN and your **password** is the last four of your SSN.

If you have visited BeneDetails before, enter your user name and password. If you do not remember your password click the "Forgot your password?" link before trying a third login attempt and you will be asked your security questions. Once you answer the questions, you will be able to reset your password. If you do lock your account or cannot remember the answers to your security questions, you can request a password reset. Once the reset is complete your user name and password will be reset to the default and you will need to register for the site again.



### **Home Page**

Once you enter the **Amphenol Benefits Portal**, you will be able to review your current benefits and enroll in your benefits for next year. Login throughout the year to review benefit information, update your enrollment when you have a life event and more!



Current benefit flyers, booklets and forms can be found under the Quick Links to the lower left side of the home page or in the Resource Center with the additional tools such as calculators, Health Articles, Benefits FAQ's or Educational Videos.

Your local HR contact information can be found under the Employer Information tab and then click on HR Contacts link.

If you have a life event and want to change your 2016 benefits after Open Enrollment begins, contact your local HR for instructions.

### **Open Enrollment**

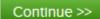
To begin the enrollment process, select the **Select Benefits** option on the left side of the home page under **Enroll Now** and eElect will open in a separate window. You can select **Enroll Now** to begin your enrollment.



### **Preconfirmation Page**

Your current 2016 benefit elections will be preselected and displayed with the 2017 benefit offering (plans & costs). Review these elections carefully. Once Open Enrollment closes you will not be able to change your elections for most benefits unless you have a **Qualifying Life Event** (examples: birth, marriage, divorce, dependent no longer eligible).

If you want to make changes to your elections, click the **Pencil** icon next to the benefit and eElect will take you to that benefits election screen, change your election and click **Continue**. The system will



return you to the preconfirmation page after each change.

Once your benefit summary shows the benefits you want for next year, click **Continue**. A printable confirmation statement and confirmation number will show.

Once you have printed your confirmation, select **Exit Enrollment.** 

Remember, you can still login and make a new election up until the end of open enrollment. The preconfirmation page will always be prepopulated with your 2016 benefit elections.

# PASSWORD RESETS/ BENEFIT QUESTIONS

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### **Tips & New Features**



If you see this somewhere you need

to confirm your selection or provide additional information.

Feature that shows your benefit elections and the annual total of benefits broken down by employer paid and employee paid.

Benefit Elections

Benefit	Option Coverage	Pre-Tax Cost	Post-Tax Cost	Employer Cost
HSA/FSA Eligibility Question	I AM eligible for a Health Savings Account (HSA), I am not currently enrolled in any Medical Plan that is not a High Deductible Health Plan (HDHP) and I am eligible for a Health Savings Account (HSA).	\$0.00	\$0.00	
Medical	Anthem HDHP Employee Only Coverage	\$67.50	\$0.00	\$179.37
Health Savings Account	Yes, I would like to contribute additional funds to an HSA account	\$118.75	\$0.00	\$20.83*
Your Employer's Total Contribution in 20	16: \$500.00 annually			
Dental	Delta Dental PPO Employee Only	\$10.11	\$0.00	\$10.11

#### **Personal Information**

You can update your personal information such as smoker/non-smoker, if you or your dependents will have other coverage and for an emergency contact. Remember, a smoker is defined as anyone who has used tobacco products in the last twelve (12) months. Cigarettes, cigars, pipes, chew and eCigarettes are all examples of tobacco products

Personal Information

In order to maintain accurate employee records, we set if het you please review and update your personal information. The employee information you see blows in maniformation the men Het Player (ILIPPO) if you need to make a change to an item that you cannot est on this page, please go to the UIIPPO Self-Service Portal and submit that change for a growell. These updates are all assure that are your confidential information mailed to you from the Amphenol benefit providers will arrive timely and accustally.

Have you smoked in the last 12 months?
Yes No

A Smoker is defined as anyone w has used tobacco products in the last twelve (12) months. Cigaretter cigars, pipes, chew and eCigaretter are all examples of tobacco products. Misrepresentation of smoking status can invalidate son coverage's.

### **Dependent Information**

For dependents to be covered by any benefit (Medical, Dental, Vision, Dependent Life or AD&D) the dependent must be entered here. If you need to add a dependent, click the **Add New Dependent** link in the right hand corner of the dependents box and follow the instructions. If you need to change dependents information, click on the **Pencil** in the dependents box and follow the instructions. If you have a dependent such as a child who will be 26 or older in the next plan year or if you need to remove a

dependent click the **red button** in the dependents box and follow the instructions.



#### **HSA/FSA Question**

The Medicare Eligibility question is asked to determine if you are eligible for the Health Savings Account (HSA). If you (the employee) are enrolled in another medical plan (even Medicare A or B) you can still enroll in the company medical plan but you will not be eligible for HSA per the IRS.

HSA/FSA Eligibility Question

Medicare Eligibility Question

C LAM NO	OT eligible for a Health Savings Account (HSA). Common reasons
someone v	or engine for a real trading Account (Page, Collinion Teasons would be inelgible for a HSA are enrollment in Medicare (Part A or B) or rolled in a Healthcare Flexible Spending Account (Health FSA) during the
● I ΔM eli	igible for a Health Savings Account (HSA). I am not currently enrolled in

### **Benefit Election Screens**

Each benefit election screen shows information specific to that benefit. Videos & Calculators are in the center of the screen just under a brief description of the benefit type and flyers, forms and summaries of benefit coverage are to the right under forms.



If you get an **IMPORTANT MESSAGE** – **please read** screen, review the information. The warning messages are normally due to Evidence of Insurability for Optional Life insurance or Optional LTD. If you receive one of these warnings, you will receive an invitation from The Hartford in December to visit their website to complete an application for the amount of insurance indicated in the warning.

Supplemental Life Insurance
▲ IMPORTANT MESSAGE - please read  To obtain the coverage level is submitted, you will be required to provide evidence of insurability. Pending underwriting approval from your insurance provide, you will be covered for 5000 or 1.
Cost for current covered amount of \$0.00:
Cost if approved for elected amount of \$ Post-Tax Cost: \$ period

For the benefits that ask for an annual dollar limit, place a 0 in the field if you want to waive that benefit.

	rependent Care FSA. You can review details on eligible child care expenses for a 13 on the right-hand side in the forms section.	Forms
rependent under the age of 13 on the right-ne	is on the right-hand side in the forms section.	FSA DCA
Dependent Care Cal  Calculate your in:		
	wish to contribute to your Dependent Care Spending Account. If you do not want to	

### **Beneficiary Collection**

All beneficiary information is now electronic. You are required to assign a primary beneficiary for all of your **Life**, **AD&D** and **BTA** benefits on this website. You are required to assign a primary beneficiary for your **401k** with Fidelity. Please log on to <a href="www.401k.com">www.401k.com</a> and update your beneficiary information by choosing **Your Profile**, then **Beneficiaries**.