

Welcome New Hire

We are pleased to provide you with the following resources to guide you through the enrollment process.



Enrollment Deadline

New hires are required to log in to THE*benefits*HUB to enroll or decline benefits for themselves and their eligible dependents within **days** of employment.



1.

2.

Click Login

You can find instructions for your username and password on the login page.



Download the App

Get access to benefits 24/7

Benefits App:

Text
to
Group #:

Important Tips

- **Interactive Benefit Guides** 24/7 access to a mobile friendly summary of your benefits with interactive videos and digital resources.
- **Benefit Website** Your complete benefits resource for all plan brochures, provider resources, enrollment tools, and benefits support.
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- Your next opportunity to enroll, drop or make changes is during open enrollment season unless you experience a qualifying life event.

Benefit Questions?

For Personalized Service, the Higginbotham Public Sector team is available to assist you with your enrollment and answering questions.

**Higginbotham Public Sector
Benefits Careline Number:
(833) 453-1680**

Hours of Operation: Monday-Thursday
8AM-5:00PM; Friday 8AM-3PM or email
contactus@higginbotham.net