

Step-By-Step Enrolling Instructions

STEP 1

Visit https://www.benefitsgo.com/TrinityHealthMI. NOTE: The enrollment site is designed to work with all browsers, however Chrome provides the best user experience.

Click on Let's Go to register your account.

Sign in to Get Started	028 Select Language
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usemame	
Forgot your username?	VV - CR
Password	AGE
	ANA
Not registered? Let's Go	
We're here to help! Throughout the	
enrollment process our support	
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STEP 2

Follow the prompts to Register and create your personal login credentials. Provide the following to confirm your identity:

- Last 4 of SSN
- DOB (mm/dd/yyyy)
- Zip Code

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Login	
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If your information is loaded in the system, you will receive the confirmation message shown below.

We have located your	records in our system. Please create your account below.
Create Your Ad	Uner am Ulust have Dername must he Ferry en J and 60
Create Password	P. ssword Must have • at least 8 characters long
Confirm Password	contain 1 lowercase letter contain 1 uppercase letter contain 1 number

If your information cannot be found this could mean incorrect information was provided.



STEP 3

Create your account.

- Choose and enter your username
- Create password
- Confirm password

Click Submit

Create Your Account	
	Username Must have
Choose Username	✓ Username must be between 8 and 60
Username	characters long and cannot contain any
	special characters.
Create Password	Password Must have
*******	▶at least 8 c'a ac er louig
Confirm Password	▶ cor in 1 wurcase letter
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Already have an Account? Login	
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We're here to help! Throughout the	
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If your information is accepted, you will receive the confirmation message below.

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Sign in to Get Started	AT Select Language
 Your account has been created. Log in below with your username a 	× nd password.
Username Forgot your username? Password Forgot your password? Log In COUNTIENT OF COUNTIENT	H AGER
Not registered? Let's Go	
We're here to help! Throughout the	
enrollment process our support	
staff is available to assist	

If you forget your password, click Forgot Password and follow the prompts.

STEP 4

Login using your username and password. If you do not have an email address currently on file, you will receive the "Information Request" box seen below. You must enter your email address to receive your confirmation statement. Once you enter your email address, you will be automatically taken to the home page.

Information Request
Our system shows that you do not have a Personal Email on file. If you would like to add one at this time, please enter it below and click Submit.
CONFLIRM WITTER
ACCOUNT

STEP 5

Select Get Started – this will start your benefit enrollment session.

- **1.** Once in the system you will need to confirm the following information:
 - Personal information is correct on Personal page
 - Contact information is correct on Contact page
 - Verify dependent information if applicable
- 2. Learn about your current benefits as you navigate through the enrollment pages and make your enrollment selections.
- 3. Once you have reviewed all plans and made selections, continue through the enrollment until you see your confirmation number YOUR ENROLLMENT IS NOT COMPLETE UNTIL YOU SEE THE CONFIRMATION NUMBER.