

ENROLLING IS EASY

LOG IN

Visit www.myMPCbenefits.com/mybenefits from any computer or smart device and **Login** with your **User Name** and **Password**.

New users must **Register** and answer security questions. Our case-sensitive company key is MPC.

FIND INFORMATION

View plan details, carrier specifics and resources in the **Reference Center**.

GET STARTED

Click **Start Here** and follow the instructions to make your benefit choices by the deadline on the calendar. If you miss the deadline you will have to wait until the next annual enrollment period to enroll or make changes.

Welcome

User Name *

case sensitive

Password *

case sensitive

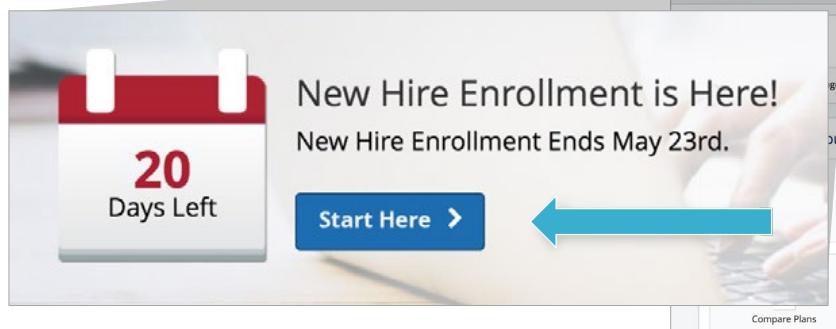
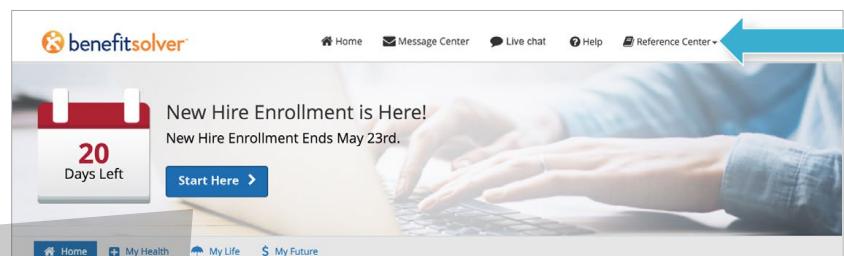
Login

Forgot your user name or password?

First time here? Register

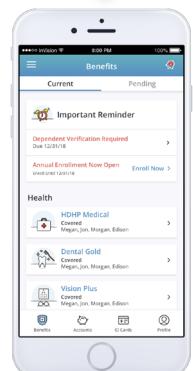
Need to reset your user name or password?

1. Click **Forgot your user name or password?**
2. Enter your Social Security number, birth date and our company key, MPC.
3. Answer your security phrase.
4. Enter and confirm your new password, then click **Continue** and **Login** with your new credentials.



Download the MyChoiceSM Mobile App

1. Visit your device's app store and download the **MyChoice by Businessolver®** Mobile App.
2. Visit www.myMPCbenefits.com/mybenefits to **Get Access Code**.
3. Activate the app with your access code. (If you don't use the code within 20 minutes, you'll need to generate a new one.)
4. Follow the instructions within the Mobile App to have easy access to your benefits on the go.



www.myMPCbenefits.com/mybenefits

Company Key: MPC

Member Services: 1-844-408-2575



MAKE YOUR ELECTIONS

Using **Previous** and **Next** to navigate, review your options as you move through the enrollment process. Select plan(s) and who you would like to cover. Track your choices and costs along the left side.

REVIEW AND CONFIRM

Make sure your personal information, elections and dependents are accurate and **Approve** your enrollment.

To finalize your enrollment, click **I Agree**.

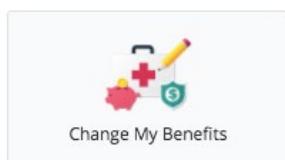
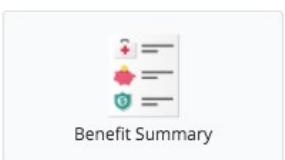
FINALIZE

When your enrollment is complete, you will receive a confirmation number and you can also **Print Benefit Summary**.

Your **To Do** list will notify you if you have any additional actions needed to complete your enrollment.

Review your benefits

You have year-round access to a benefits summary that shows your personal selections. Click **Benefit Summary** on the homepage to review your current benefits at any time.



Select the reason for change that applies and enter the date of the event.



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Change your benefits

Once approved, your benefit elections will remain in effect until the end of the plan year, unless you have a qualifying life event such as marriage, divorce or having a baby. Find detailed information in the **Reference Center**.

1. Click on **Change My Benefits**.
2. Select **Life Event** and the event type.
3. Review your options and follow the election steps outlined above to complete your changes.

****IMPORTANT:** You must make changes within **31 days** of the event, and provide required documentation.