

Welcome to Online Enrollment!

Within this Guide you will Find How to Make the Following Changes Online:

- New Employee Enrollment
- Changing Your Plan during Open Enrollment
- How to Change Your Address
- How to Add a Newborn/Dependent or a Spouse to your Plan
- How to Cancel Dependent Coverage

If you need any help while navigating there is a Customer Service team that is here to help:

- **Regence Online Technical Support: (855) 216-8125**

New Employee Enrollment

1. Please visit Regence Online Enrollment
<https://regenceutah.secure-enroll.com/go/regenceutah>

A link to Online Enrollment is also available on the Salt Lake Community College HR Website

2. Click **“Create an Account”**

You will be asked a few questions and will create your User Name and Password.

On future visits to this site you will only need to enter your user name and password.

Please note: This online enrollment account is separate from your regence.com account where you access your claims and find Providers.

Log in to your account

Username*

Password*

Log in

[Can't access your account? >](#)

[Create an account >](#)

Supported Browsers

[Learn about Officially Supported Browsers](#)

- Please select the **Get Started** button



HOME

LEARNING CENTER

A banner featuring a group of five diverse people (three men and two women) in business casual attire. To their right, the text reads "Welcome, Blue!" in a large blue font, followed by "You have new benefits being offered to you:" in a smaller grey font. Below this text is a green rectangular button with the text "Get Started" in white. A yellow arrow with a black outline points from the right towards the "Get Started" button.

- Enter any Dependents and Spouse if you wish for them to be added to your Benefits. After you have added your Dependents please click the **Next** button.

Before you enroll in benefits

Do you need to add any dependents to your profile?

Note: You'll also be able to add dependents and select who you want to cover when you enroll in or edit your benefits.





Add Dependent

Next

Previous

- Click on the **Get Started** button to choose your benefits.

In this section you will be shopping for:


	Medical
	Pharmacy
	

6. Check the box next to whom you would like covered and select the **Next** button.
7. Select your plan and answer the questions regarding Medicare and additional insurance and then select **Save**.
8. Congratulations you have completed your enrollment in benefits!



Congratulations, Blue! You have successfully completed your enrollment process.

Your confirmation number is: 7831441808-bs2309. Please review and print your Benefit Detail Report for your records.

 [Print your enrollment details](#)



Profile

View and edit personal information



Video Glossary

Confused by benefit terminology?

Important Documents

-  [Employee Summary Report](#)
-  [Employee Detail Report](#)



Benefits

View and edit benefit information