



# ONLINE BENEFITS ENROLLMENT PLATFORM

*Enable Employees to Review, Sign and Enroll Digitally*

COVID-19 has changed the days of in-person enrollment and paper forms – whether it is during open enrollment or during onboarding of new employees. Now VistaNational’s Benefits Enrollment Platform makes it easy for HR professionals to deliver online benefits enrollment for new and existing employees. The Online Benefits Enrollment Platform provides a centralized system that employees can use to review, sign and enroll digitally. Employees can safely enroll online rather than handling paper and risking contamination. This platform links directly to most payroll system – saving time, reducing errors and lowering enrollment costs.

- ⊕ All Employer Benefits on ONE Platform
- ⊕ Enables Employees to Enroll Online
- ⊕ Eliminates Need for Paper Forms
- ⊕ Tracks Employees’ Enrollment Status

## DELIVERING THE COMPLETE RANGE OF BENEFITS

- » Paperless Processing – Safer During COVID-19
- » Provides a Self-Service Enrollment Solution
- » Streamlined New Hire Onboarding During Pandemic
- » Simple & Intuitive Online Benefits Enrollment
- » Open Enrollment Management & Reporting
- » Links Directly to Your Payroll System
- » Saves Time, Reduces Errors and Lowers Enrollment Costs

## HOW IT WORKS

The Online Benefits Enrollment Platform guides the employee through a series of steps to enroll in benefits:

- 1 REGISTER** on the platform to setup the employee profile
- 2 COMPLETE ONBOARDING** tasks before beginning enrolling in benefits
- 3 START ENROLLMENTS** by completing personal and dependents information
- 4 ADD BENEFIT ELECTIONS** for the employee and dependents information
- 5 CONFIRM ELECTIONS AND SUBMIT**



**The Online Benefits Enrollment Platform Is One of Many Solutions in VistaNational’s COVID-19 Toolkit**

Contact us today to learn how you can provide powerful technology, expert support and high-service programs for your employees and HR staff during the COVID-19 crisis.



**Call 800.944.3645 or visit [VistaNational.com](http://VistaNational.com)**

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