



Insurance Enrollment Information For Eligible Contract Employees

Welcome to BluesEnroll, an online enrollment system provided by BlueCross and BlueShield of Kansas City. You can use this application to make changes to your benefits during your initial enrollment, open enrollment, or when you qualify for a life event. In addition, you can also make changes to your personal information, such as your address and your contact information.

All you have to do is follow these three easy steps to get enrolled in Medical Insurance

- 1) Visit www.favoritestaffing.com and click on the benefits tab. Then you will need to click on Health Insurance. Here you will be able to find the following information:
 - A. Plan summaries of the three plans we offer
 - B. Weekly cost of each plan
 - C. Administrative guidelines and eligibility requirements
 - D. Enrollment instructions on how to enroll through BluesEnroll
- 2) Once you have visited our website, please call Joe Rishmany in Human Resources at (800) 676-3456 ext. 235. He will set you up on BluesEnroll and answer any questions you may have.

REMEMBER: You will not be able to enroll until you call Human Resources to be set up in BluesEnroll!!!

- 3) Log onto BluesEnroll to enroll

1. On the internet, go to www.bluesenroll.com

2. Once on the login screen, type your BluesEnroll ID and Password

Your BluesEnroll login ID is:

Your First name, the 1st initial of your last name, and the last 4 digits of your social security number

Your initial login password is:

Your nine-digit social security number without spaces or dashes

For Example:

Employee Name – John Smith

Employee SSN – 123-45-6789

BluesEnroll Login ID: JOHNS6789

BluesEnroll Password: 123456789

3. Click the “Log In” button

- The first time you login, you will be asked to change your password
- Follow the on-screen instructions to change your password

If you need assistance using the BluesEnroll system or have benefits questions, please contact the Human Resources Department at (800) 676-3456 Ext 261. We hope you enjoy using this service and find it both convenient and informative.

Sincerely,

Your Human Resources Department