Voluntary
Short
Term
Disability



How to enroll in Voluntary
Short Term Disability
Using the CBA Navigator site



Two ways to log in and register your account:

1. By visiting: http://CorporateBenefitsAlliance.employeenavigator.com and selecting the *Register as a new User* option

(Please note your company Identifier is WEH)

1. By clicking on the registration link in the email you will receive in your work inbox.

If you have an issue with the system, please reach out to CBA at 610-225-1800 and someone will assist you with registering and logging in.

ABC, Inc. - Demo has implemented online benefit management. In order to collect required information and ensure your current benefit enrollment is correct, you are requested to access your account now. Please access this Registration link to review your personal data and enrolled benefits.

During the registration process you will be required to enter personal identifying data as well as the following **company identifier: ABC-Inc--Demo-.**

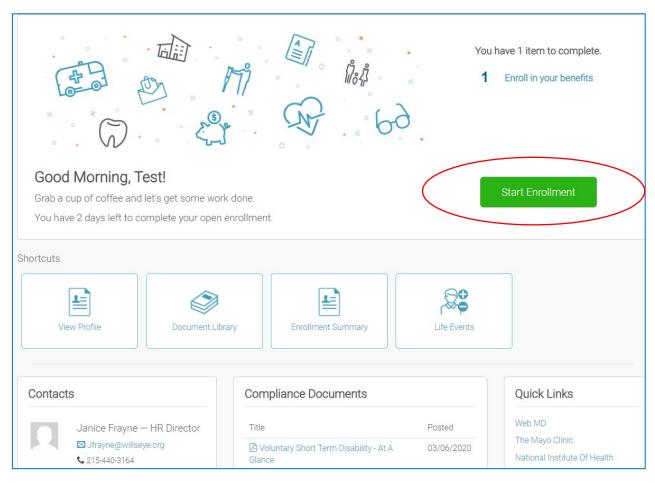
Please direct any questions about enrollment or benefits to your HR administrator.

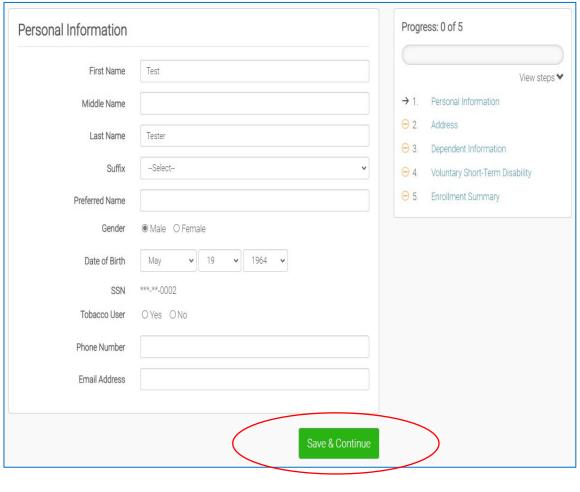
Thank you, ABC, Inc. - Demo

This is an automatic email. Please do not reply.

First let's find	your company record
r iiot, ieto iirie	your company record
First Name	
Last Name	
Company Identifie	er
(provided by HR)	
PIN	
(Last 4 Digits of SSN	/ ID)
Birth Date	
(mm/dd/yyyy)	

Start Enrollment

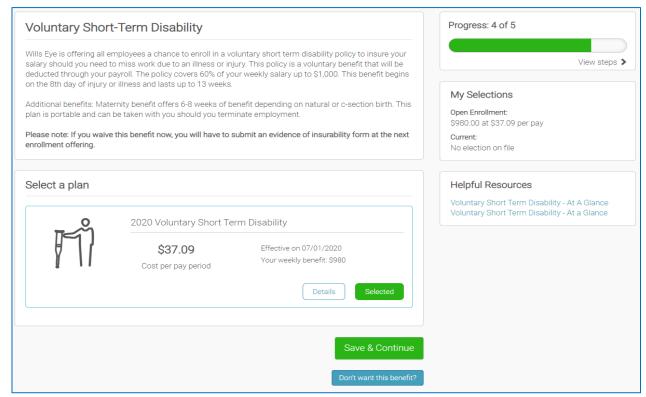


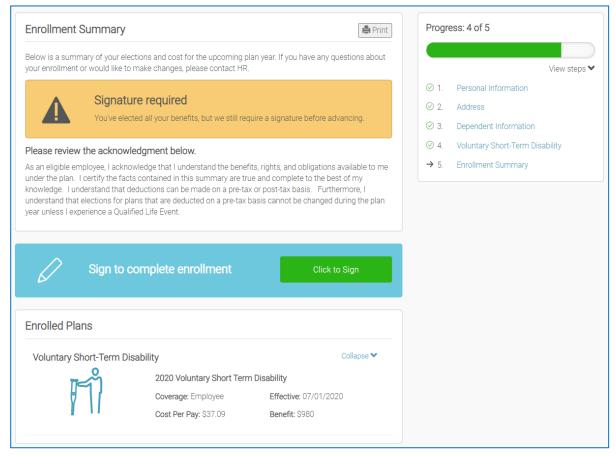


Once you have logged in, you will come to your employee dashboard or landing page. You will select the big green button, *Start Enrollment*. There are only five steps in your enrollment flow. Please make sure to hit save and continue through the steps. A green check mark will show you have competed the step.



Enrolling in Coverage





On the Voluntary Short Term Disability step you will see benefit details, along with your weekly benefit and per pay amount. You may *Select* the benefit and hit *Save*. If you do not want to enroll in the benefit now, you may elect the blue button *Don't want this benefit*. Please keep in mind next year you will need to submit an evidence of insurability form should you waive this year but want to enroll next year. Open Enrollment is May 13th - June 1st, 2020 for the VSTD benefit.

Once you have elected or waived, you can complete your enrollment by hitting the *signature button*. You may also print a statement for your records. The system is open all year, so if you find you want to review your benefits you may log back in and select documents in your document library. If you have any questions, please reach out to Human Resources.