

BENEFITS ENROLLMENT

Schedule Your Appointment

Welcome ActivePro Team!

All benefit eligible employees are encouraged to take action to enroll or decline benefits by scheduling an appointment with a Benefits Education Specialist. During the meeting, the specialist will explain all benefit options, answer questions, record beneficiaries for employer-provided life insurance, assist with the online enrollment process and ensure your benefits fit you and your family's needs.

- Review the PT Solutions benefits plans at <https://ptsolutions.mybenefitport.com>
- Benefits enrollment period: 11/27/2023 - 12/11/2023
- Pre-schedule your enrollment period appointment now to lock in your desired time!
- **A Benefits Specialist appointment is optional.** You may complete your enrollment in UKG, at [Benefits > Manage My Benefits](#).
- Benefits will be effective January 1, 2024.

Note: Meetings are confidential and generally last 20-25 minutes



We make it easy!

Schedule your appointment using your phone's camera: [scan the QR code below](#), then tap the notification to open.

-OR- [CLICK HERE](#)

1. Enter your contact information
2. Select your desired appointment date & time
Appointment times: Monday - Friday; 9am - 6pm EST
3. Finalize your appointment



In preparation for your meeting, please review your PT Solutions Benefits materials. If you will be enrolling a spouse and/or child(ren), please have necessary dependent information available including social security numbers and birth dates.



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FAQ

Frequently Asked Questions



How long is a typical enrollment session and what is discussed?

Meetings are generally between 20-25 minutes, allowing the Benefits Education Specialist to: Explain all the benefit options available (i.e. medical, dental, vision, voluntary benefits, or other benefit programs, etc.), answer specific questions from employees and enroll the employee electronically in his/her choices.



Will the Benefits Education Specialist answer all questions regarding benefit plans?

All Benefits Education Specialists are trained, licensed and prepared to answer your benefit questions. In the event that an employee asks a question that requires additional research, the Benefits Education Specialist will take down the employee's contact information and follow up with an answer within 24 hours.



How should an employee prepare for their meeting with a Benefits Education Specialist?

We suggest reviewing your benefit summary and sharing information with family members, if applicable. For your appointment, please come prepared with any necessary dependent information (e.g. social security numbers, birth dates, etc.) to ensure properly updated demographic and beneficiary information.



Do employees have to meet with a Benefits Education Specialist?

All eligible employees are strongly encouraged to complete a call with a Benefits Education Specialist who will explain all the available benefit options and enroll employees in their desired plans. If you do not wish to speak with a Benefits Specialist, you may also enroll on your own via [UKG > Manage My Benefits](#).



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