

LOGIN TO ENROLL FOR BENEFITS

Visit The Trust Website For Additional Plan Information And To Complete Your Online Enrollment:

<https://teamsters1932.zenith-american.com/>

1. The website is secure – The first time you log on, you must register to setup your account.

- a. Click on the **Create Account** button at the top of the screen.

2. Verify your identity by completing the required fields:

- a. Enter your **social security number or your Employee ID number**;
- b. Enter your **first name, last name and date of birth**.

3. Create your account:

- a. Enter a **valid email address**; confirm by re-entering your email address;
- b. Enter **your password**; confirm by re-entering your password;
- c. Click on the drop-down box to **select your security question**;
- d. Enter your answer to the security question.

4. Click on **REGISTER FOR ACCESS button**



Teamsters Local 1932 Health & Welfare Trust offers Medical, Dental and Vision Plans

Teamsters Local 1932 is proud to announce the Health and Welfare Trust available to Teamsters Local 1932 Members only. Each year during your Open Enrollment period, you can enroll online by logging into this site or by completing the Paper Enrollment form. Unless you are a new hire or have a qualifying life event, the annual Open Enrollment period is the only time you can elect to make changes in your benefit coverage.



Back to login Activate

Register for access

Enter your information into the fields below to verify your identity and create your account. Only Teamsters Local 1932 members can register and log into the website.

Verify Your Identity

Social Security Number -OR- Employee ID Number
Enter your five (5) character County ID Number

* First Name * Last Name * Birth Date
Enter exactly as it appears on your paycheck Enter exactly as it appears on your paycheck MM/DD/YYYY

Create Your Account

* Email * Re-enter Email
A valid email address is required

* Password * Re-enter Password

* Security Question * Answer to Question
Please Note: Answer is case sensitive

An activation code will be sent to the email address you provide here. You will need to use this activation code to activate your account and login. We recommend that you add noreply@zenith-american.com to your address book to ensure you receive the email. Please allow up to 15 minutes to receive the email, and check your junk mail or spam folder if you have not received it within 15 minutes.

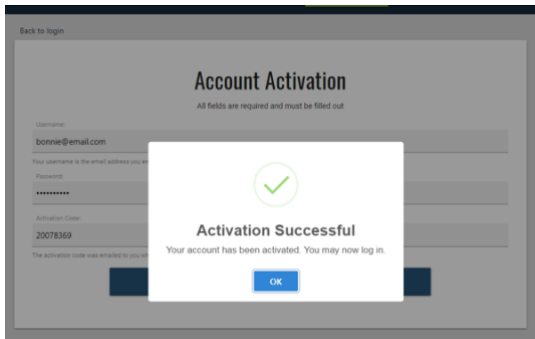
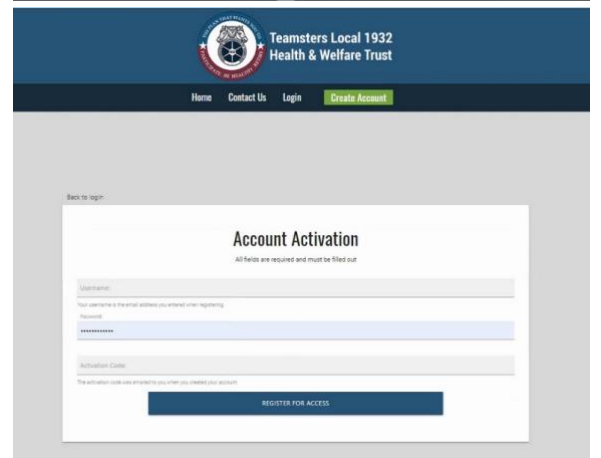
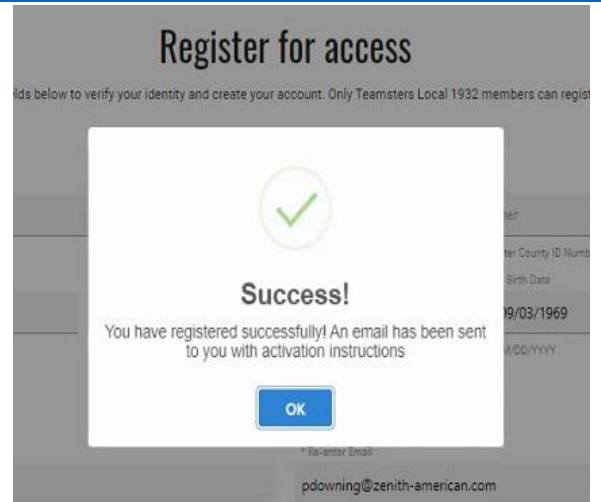
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5. A pop up will display confirming you have successfully registered and an email has been sent to you with activation instructions.
6. You will be routed to the Account Activation screen.
7. Check your email account for the activation instructions email you should have received with the activation code.
 - a. Enter the following information:
 - Username
 - Password
 - Activation code (from the email you received from successfully registering your account).
 - Click on **Register for Access** button
8. You will receive a pop-up that shows Activation Successful
 - a. Click **OK**.

Note: If you do not receive the email, please contact your Customer Service Team at 909-494-2916 or (866) 484-1337 Monday through Friday from 8:00 a.m. – 5:00 p.m. PDT.



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1. Once you have activated your account, and you choose to self-enroll return to the main menu and select **Login**.

2. Key in your user name and password and click on the button, **Log into Your Account**.

Important note: The online session will expire after 30 minutes of inactivity. Any changes you have made will be lost if you have not completed the enrollment process.

3. It is recommended to have the names, date of birth and social security number for each person you are enrolling when you begin the enrollment process.

4. The first time (only) you log into your account; you will see the Terms of Use language.

a. To continue with the enrollment process, check the box to agree with the terms and use, and click.

5. Click on the **Enroll Now** button, or Enrollment Form. You will be directed to the Online Enrollment page.

6. The Online Enrollment page displays your current Plan elections with the County. To move your enrollment to Teamsters Local 1932 Health and Welfare Trust, you have two buttons to choose from:

(1) **No Plan Changes;**

- OR -

(2) **Change Plan or Make Plan Changes.**



Acceptance
The TERMS OF USE that follow govern your use of this website. When you access this site, you acknowledge that you have read and agree to abide by the terms described below. You agree these terms to be the legal equivalent of a signed contract, equally binding, and that you accept such terms. IF YOU DO NOT AGREE TO THESE TERMS, DO NOT ENROLL, RETURN, VISIT, AND ACCEPT CHANGES. PROCEED TO THE TEAMSTERS LOCAL 1932 WEBSITE. If you are using the website on behalf of your employer, you represent that you are authorized to accept these terms on your employer's behalf.

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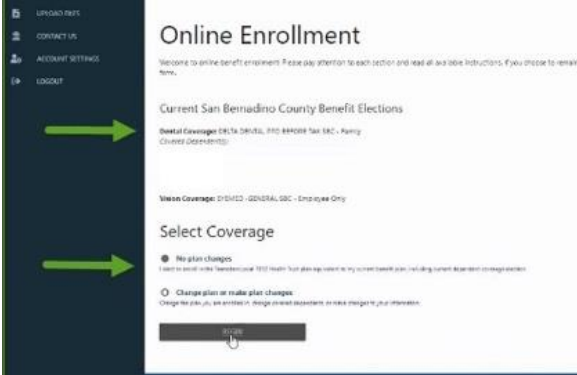
Indemnification
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These TERMS OF USE were last updated on December 18, 2020



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7. If you would like to enroll in the Teamsters Local 1932 Plan and want to stay on the same Plan you had with the County, and you have no dependent changes to make, click the short enrollment form option:

No Plan Changes.

8. Your enrollment is complete! You are enrolled in the same coverage and Plans you had with the County.

9. If you would like to enroll in the Teamsters Plan and would like to change medical and/or dental benefit plans, or have a change in dependent coverage, click on the button:

Change Plan or Make Plan Changes.

10. Review the Participant Information page for accuracy. This is the information the County has on file for you.

If any portion is inaccurate, please contact the Human Resources department at the County of San Bernardino to update, once your enrollment has been completed.

11. Click **continue.**

12. All dependents who were covered under the County's Plan will pre-populate.

13. Click on, **Enroll or Remove**, for each dependent you would like to enroll in the Teamsters Plan.

14. When clicking Enroll, the background color will turn green.

15. When clicking Remove, the background color will turn red.

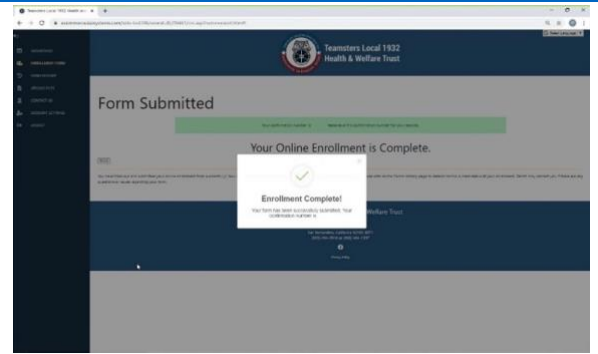
16. Click on the **edit icon**  to edit your dependent's information.

Important Note: You must key in the social security number for each of your dependents.

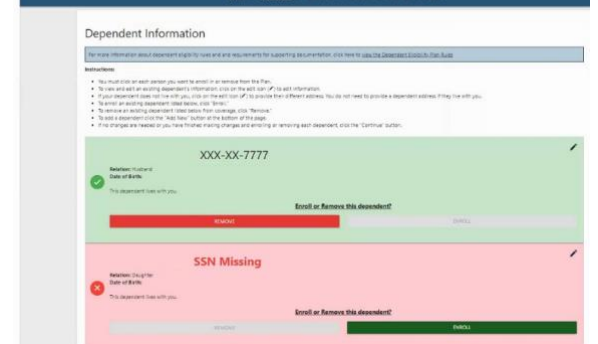
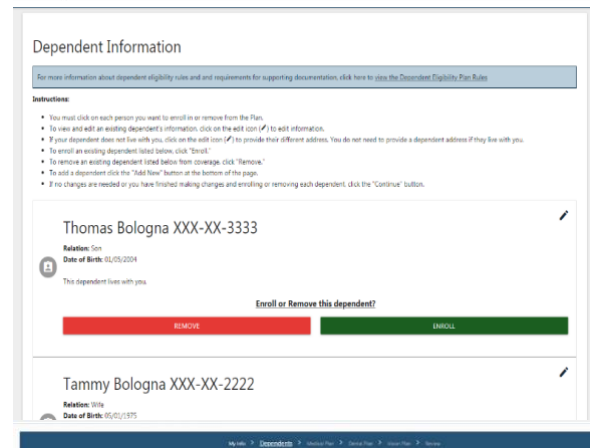
17. If you have new dependents to add to your Plan, click the **Add New** button located at the bottom of the page. Click the **Save** button.

18. Enter your dependents information, as requested in the fields displayed.

19. If the dependent you are adding has a different address than



Online Enrollment



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you, scroll down using the gray bar on the right side of the text box and key in their address.

a. Click the **Save** button

20. The new dependent will now display on your dependent screen. Click the **Enroll** button.

21. You can continue to add dependents. Once completed, click **Continue**.

22. When selecting the Medical Plan option of your choice, you must select Before Tax (BTX) or After Tax (ATX).

Note: When selecting Before Tax or After Tax for your medical plan, the same choice must be made for your dental plan.

23. Medical Plan Options: (plan resources are available on the main Dashboard)

24. Select the medical plan option that best fits you and your family's needs and click the button, **Choose This Plan**.

a. Once selecting your plan, you will need to click on the box next to each family member to be enrolled under your plan.

b. **Note:** If you are selecting a Blue Shield HMO or POS Plan, you will need to enter the **Primary Care Provider (PCP)** Identification Number, or click on the option for Blue Shield to pick a PCP for you and/or your dependents.

c. If you request Blue Shield to select a PCP for you, one will be chosen in your geographical area.

d. Scroll to the bottom of the page and click **Continue**.

25. If you want to Waive/Opt Out of medical coverage, scroll to the bottom of the page and click on the **Waive/Opt Out** button.

a. You will be required to provide the Fund's Administrative office proof of other coverage at the time the waive or opt-out is elected.

b. You can submit the documentation via one of these methods:

Email: teamsters1932eligibility@zenith-american.com;

Mail: Teamsters Local 1932 Health and Welfare Trust, P.O. Box 571, San Bernardino, CA, 92402-0571;

Fax: (909) 789-1311

Website: Click Upload Files on the left-side menu.

26. Select the Dental coverage that best suits you or your family's

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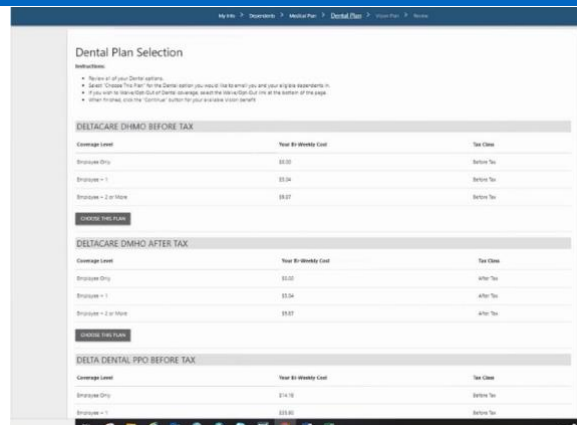
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needs.

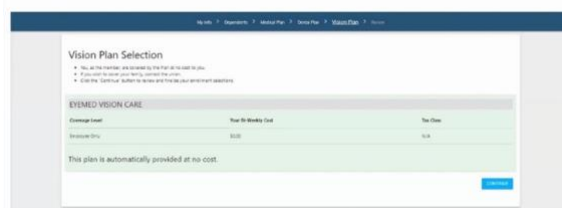
- a. Once you've selected your Plan, click on each family member you are enrolling in your Dental Plan.
- b. Click **Continue**.

27. Select the Vision Plan

- a. Employee only coverage is paid for by the County.
- b. Click **Continue**.



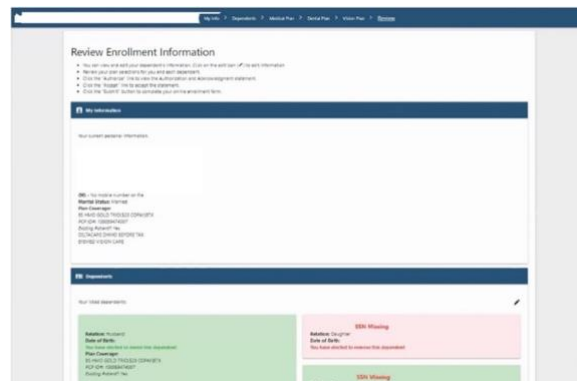
Online Enrollment



28. Review your enrollment information.

- a. Review the Plan selections for you and each of your family members.
- b. Review your bi-weekly benefits cost, based upon your Plan selections.
- c. If there are no changes, click the **Authorize box** at the bottom of the screen verifying you have reviewed all information.
- d. An Authorization box will display; scroll down using the gray bar on the right side of the text box. Click the Accept button.
- e. Click the **Submit** button.

You will receive a message noting that your enrollment is complete. The message will include a reference number.



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29. There is a dashboard that will appear each time you log into your account. You can access the menu on the left side of the screen at any time.

30. You can upload supporting documents, such as marriage certificates or birth certificates when adding new dependents, and have them attached to your electronic file.

Customer Service Representatives are available to assist you in completing your enrollment form, and answer any questions you may have.

31. Other benefits are available to you through your employer.

Make sure you also review your other benefit enrollment opportunities on the Employee Benefits section of the County's portal.



Upload Documents

Instructions for the user to upload their online filing and step you to the online location to click on 'Upload a File' to begin the upload process. Please Use Upload button when you are finished.

