

U2X Guide



Click on this link to log onto the self-service website at benefitsgo.com/hmh

Follow the prompts to register and create your own login credentials.

The screenshot shows the top of the Hackensack Meridian Benefits Exchange website. At the top left is the Hackensack Meridian HEALTH logo, followed by the text "Benefits Exchange". At the top right are links for "Register" (with a plus icon) and "Need Help" (with a question mark icon), and a "Home" link. Below this is a large light gray box containing two white rounded rectangles. The left rectangle is titled "Login" and contains fields for "Username" and "Password", each with a "Forgot your..." link below it, and a "Log In" button at the bottom. The right rectangle is titled "Don't have an account?" and contains a "Register Now" button.

Step 1: Provide the requested information in the 'Register Now' section to confirm your identity.


1. Enter your Employee ID <Team member ID>
2. Enter your date of birth as mm/dd/yyyy
3. Enter your Zip Code
4. Click **Look Up** button to confirm your identity
5. If your information is located in system, you will receive the Register confirmation message in green

Register

Confirm Your Identity

Enter Employee Identification Number


Enter Date of Birth

Enter Zip Code

Look Up

Register

We have located your records in our system. Please create  your account below.

Step 2: Create your account.

1. Choose and enter your username (something that you can easily remember)
2. Create Password (your password **MUST** contain at least 8 characters, with at least 1 being a lowercase letter, 1 being an uppercase letter, 1 number, and 1 special character)
3. Confirm your Password
4. Click **Submit** button to send your account information
5. If your information is accepted, you will see the **Login** confirmation message below (2nd picture)

Hackensack Meridian

HEALTH

Create Your Account

Choose Username

Create Password

Confirm Password

Submit

Login

Your account has been created. Log in below with your username and password.



Username

[Forgot your username?](#)

Password

[Forgot your password?](#)

Log In



Step 3: Login using your Username and Password.

Login

Your account has been created. Log in below with your username and password. ×

Username

[Forgot your username?](#)

Password

[Forgot your password?](#)

Log In

If you do not have an email address currently on file, you will receive the “**Information Request**” box below.

You have the option to enter an email address or Skip this section. The email address would be used to send your confirmation statement to you once you complete your enrollment process.

Information Request

Our system shows that you do not have a Personal Email on file. If you would like to add one at this time, please enter it below and click Submit.

Personal Email

Submit

Skip

Step 4: View 2017 Benefit Elections:

1. Once in the system, follow the steps below to view 2017 benefit elections
 - a. On the home page, Current Benefits click 'See All Benefit Plans'
 - b. You will be taken to Benefits page; update the date filter to display Future and click Show
 - c. 2017 Benefits will be displayed

Current Benefits

[See Next Years Benefits](#)

▼ [Medical](#)

PPO

Covered: Team Member +
Spouse

➤ Dental

➤ Vision

[See All Benefit Plans >](#)

Profile

[Employment](#) [Personal](#) [Family](#) [Contact](#) [Benefits](#) [Health](#)

Benefits

Filter | Plan Date



Medical Plan as of 01/01/2017

Your cost per pay period **\$25.20**

PPO

- Primary

Covered:

Team Member + Spouse (JAN)

Pre Tax Rate: **\$25.20**