

# Complete these steps to start or update your medical coverage

- \_\_\_\_\_ Review the Trust-approved plan for your area
- \_\_\_\_\_ Fill out the pre-enrollment paperwork securely using DocuSign
- \_\_\_\_\_ Choose and complete an option to enroll if applicable (current enrollees will be automatically re-enrolled)
- \_\_\_\_\_ Make sure the Trust Administrative Office gets your new premium information through the Enrollment Information Form to start processing or to update your benefits
- \_\_\_\_\_ Pay your first premium to activate your medical coverage
- \_\_\_\_\_ Review your eligibility notice from the Marketplace and respond to any requests for information from the Marketplace
- \_\_\_\_\_ Get your new medical ID cards if applicable
- \_\_\_\_\_ Set up recurring automatic payments for your monthly premiums

Questions? Visit [orhomecaretrust.org](http://orhomecaretrust.org) for more information or call the Healthcare Enrollment Team at 503-303-5668 or toll free 1-855-437-2694.