

Washington Unified School District Online Benefits Enrollment is easy with *BenefitBridge*!**Need Help?**

For all questions related to your benefits, please contact your Washington Unified School District Benefits Department at (916) 375-7604 ext. 7 (*ext. 4001 if calling internally*) . For BenefitBridge technical assistance *only*, contact BenefitBridge Customer Care at benefitbridge@keenan.com or at (800) 814-1862, M– F, 8AM–5 PM PST.

Here's what you can do on BenefitBridge:

- View Current Plan Year Benefits
- Compare Plan Options
- Enroll in Benefits
- Resource Center: Health Insurance Basics, Medicare, Glossary, Media Resources
- Add or Remove Dependents/Beneficiaries
- Message Center
- Update My Account Info
- Available 24/7 via the Internet

To Register and Login:

- **Create an account**
 - In the *address bar*, type www.benefitbridge.com/washington
 - (**Not** in the Bing, Google, Yahoo search engine field)
 - Click the **Enter** key, then follow the steps to the right to register.
- **Already have an account?** Login to **BenefitBridge** at www.benefitbridge.com/washington
- **Forgot your username or password?** Click on “Forgot Username/Password?”
- Please add or update your email address to receive an email confirmation of your enrollment approval.

STEP 1Select **“Register”** to
Create an Account**STEP 2**Create a **Username**
and **Password****STEP 3**Select **“Continue”**
to access **BenefitBridge****Building Blocks will call new employees to help with the benefit enrollment process.**

As a new employee, **expect a call from a Building Blocks representative** who will help you register in BenefitBridge, enroll in core benefits, and explain voluntary benefit options (life, accident, disability, cancer and hospital indemnity insurance). You may also schedule an appointment directly by accessing the following link: <https://washingtonusdbb4b.youcanbook.me/>

If you do not need their help and are not interested in voluntary benefits, please inform the representative. For assistance, a representative can be reached at westservice@bbforb.com or at 1-844-557-4572. When calling in, select:

- Option 2 for assistance with your policies in regards to claims, changes, or any other service inquiry
- Option 3 for assistance with scheduling your enrollment session