How to access your benefits

HOW TO LOGIN

Log into the mynjbenefitshub website through your MyNewJersey account at https://my.state.nj.us

If you do not have a MyNewJersey account, please create an account to enroll in benefits. At the bottom of the screen, along with your MBOS and EPIC button, click the button that reads Benefitsolver.

If you do not have the Benefitsolver button go to the NJDPB website www.nj.gov/treasury/pensions and follow the instructions provided to add the button to your myNewJersey account.

HOW TO REGISTER

If you are unable to login via your MyNewJersey account, please login directly by navigating to http://mynjbenefitshub.nj.gov and click Register.

Enter your Social Security number, date of birth, and zip code. Our Company Key is SHBP/SEHB.

LET’S KEEP IN TOUCH

You’ll be asked to provide your preferred email address so we can send you important information and updates regarding your benefits.

EXPLORE MYNJ BENEFITSHUB

Explore the site to learn about your benefits. You’ll find lots of helpful information in the My Benefits section and the Reference Center.

START YOUR ENROLLMENT

The calendar at the top of the Home page lets you know how many days you have left to enroll in benefits.

Click the Start Here button to review your personal information and add/edit your dependents. You will need to provide your dependent’s legal name, Social Security number, and date of birth to enroll them in benefits. You will be required to provide documentation to verify your relationship to each dependent.

NEED HELP?

Sofia, your personal benefits assistant, can answer questions and guide you through the site.

Contact your local Human Resources Department, Benefits Administrator, or your Certifying Officer for additional assistance.
CHANGE YOUR BENEFITS OR INFORMATION

To report a Qualifying Life Event, such as marriage or birth/adoption in the last 60 days, start by clicking the Change My Benefits button. Select your Life Event from the Life Event box and enter the effective date of your life event.

To change your contact information, start by clicking the Change My Address or Email button.

CONTINUE YOUR ELECTION(S)

The next set of screens will walk you through your enrollment step by step, showing you the available options relevant to the change you’d like to make.

Make sure your personal information, dependent data, and elections are accurate and click Looks Good!

To complete your transaction, click Approve. Then on the final confirmation screen, click I Agree.

If you’ve added new dependents, you will be prompted to provide supporting documentation. Your employer will verify all uploaded documents before your dependent is approved.

AFTER YOU ENROLL

1. Return to the Home page to check for any additional tasks needed to complete your enrollment in your Important Reminders (such as Dependent Verification and/or supportive documentation for a Qualifying Life Event.)

2. Review your Benefit Summary for accuracy of your information and elections.

3. Download the MyChoice® Mobile App to manage and access all your benefits information on the go. Click Access the App to get started or scan the QR code to download the MyChoice Mobile App.

mychoice is updated on an ongoing basis. Check back periodically for information on new additional benefits available to SHBP/SEHBP members as well as webinars detailing these exciting new benefits!