

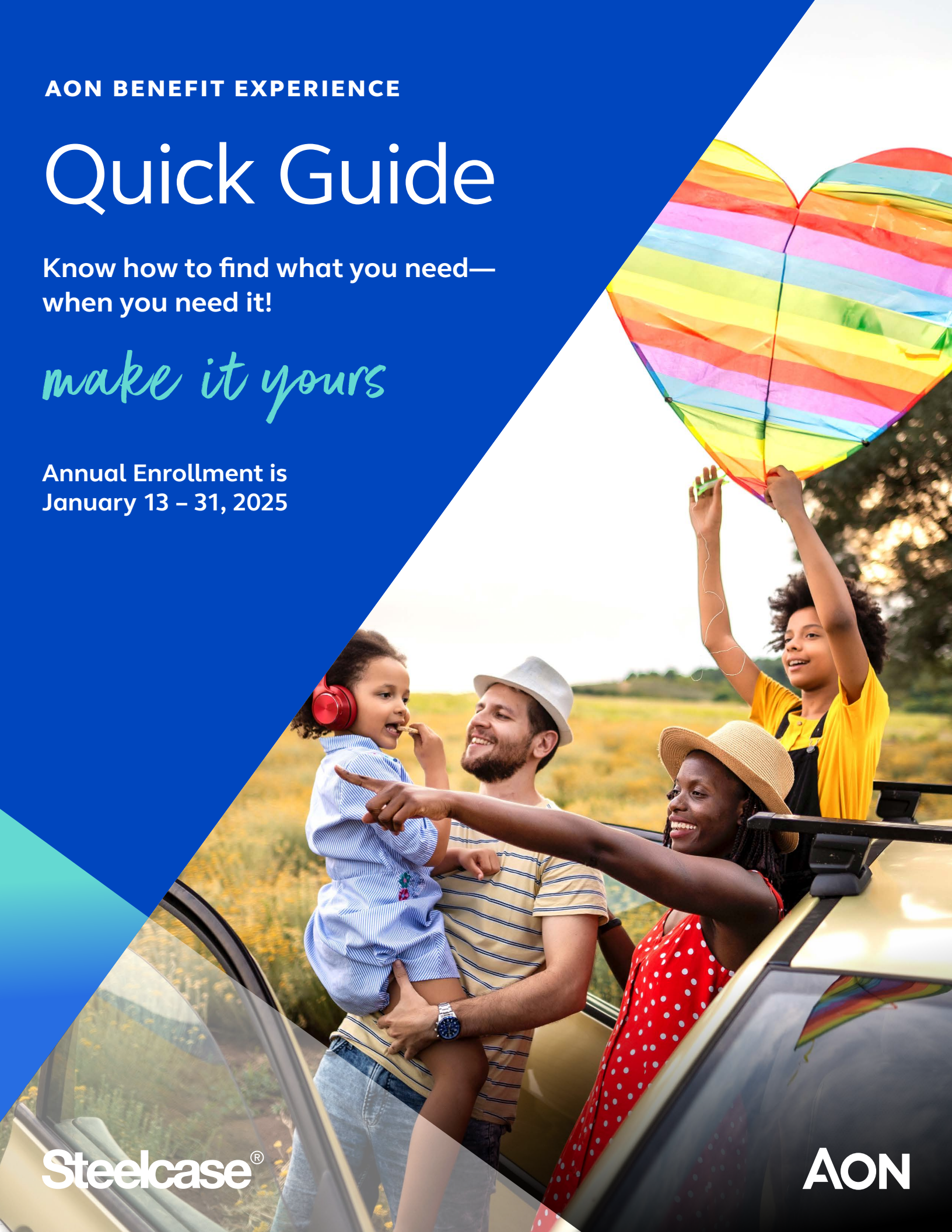
AON BENEFIT EXPERIENCE

# Quick Guide

Know how to find what you need—  
when you need it!

*make it yours*

Annual Enrollment is  
January 13 – 31, 2025



Steelcase®

AON

# Choose Your Benefits

Get Ready Now, Enroll January 13 through January 31, 2025

The Aon Benefit Experience (BenX) makes it easy to find the right fit. Just choose your coverage level, the price you want to pay, and the insurance carrier you want to work with.



## Get Up to Speed on BenX

Log on to the Steelcase Benefits Center website at [benefitscenter.steelcase.com](https://benefitscenter.steelcase.com).

- Compare the coverage levels side-by-side.
- Find out whether your providers participate in a [carrier's network](#).
- Get answers to frequently asked questions.



## Enroll

By January 31, log on to the Steelcase Benefits Center website at [benefitscenter.steelcase.com](https://benefitscenter.steelcase.com) and click the Annual Enrollment banner. Or, you can enroll through the Alight Mobile app (available through the Apple App Store or Google Play).

- Get fast answers about the best medical options for your situation by using the **Help Me Choose** tool.
- See how others evaluated the health insurance carriers by looking at carrier ratings for customer service, provider networks, and online experience.

Once you've enrolled, your follow-ups (such as dependent verification requirements) will appear on a confirmation page.



## This year, you don't have to take action to keep the benefits you currently have!

But before you skip enrollment, make sure your current benefits still work for you and your family. This means reviewing your options and prices, the network of doctors, and how your prescription drugs are covered. If you want to contribute to a Health Savings Account (HSA) or Flexible Spending Account (FSA), you must make an active election every year. Contact the Steelcase Benefits Center at **1-833-885-5660** to elect your HSA or FSA today!

# Use Your Benefits

Throughout the year, there are lots of ways to stay on top of your health, and to make the most of your benefits and your health care dollars. Make sure you're up-to-speed before your benefits take effect.



## Manage Your Benefits

Log on to the Steelcase Benefits Center website at [benefitscenter.steelcase.com](https://benefitscenter.steelcase.com) or the Alight Mobile app.

- Review plan comparisons and get plan details.
- See what's covered and who you're covering.
- Make benefits changes when your life changes (e.g., marriage, birth of a child).



## Stay in Step With Your Carrier

Register on the [insurance carrier](#) member site.

- Keep track of your provider bills and payments online (once the plan year begins).
- Take advantage of all that your carrier offers, such as virtual care, lifestyle coaching and fitness discounts, and mental health support.



## Questions?

Once logged on to the Steelcase Benefits Center website at [benefitscenter.steelcase.com](https://benefitscenter.steelcase.com), look for the “Need Help?” icon to ask Lisa, your virtual assistant, any questions you may have. Lisa can also connect you with a web chat representative and other helpful resources. For additional support, you can schedule an appointment with a customer service representative through the Steelcase Benefits Center website.

You can also call the Steelcase Benefits Center at **1-833-885-5660** from 8:00 a.m. to 5:00 p.m. ET (8:00 a.m. to 8:00 p.m. ET during Annual Enrollment), Monday through Friday, except holidays.