It’s as Easy as 1-2-3 (4-5)

1. Three months prior to your 65th birthday, contact the Social Security Administration and apply for Medicare Part A (as eligible) and purchase Medicare Part B.

2. After you receive your Medicare Parts A and B card, please send PEBP a clear copy by mail: to 901 S. Stewart St., Suite 1001, Carson City, NV 89703 or email: memberservices@peb.nv.gov. Also, mail PEBP the original Retiree Benefit Enrollment and Change Form (RBECF) to enroll in or decline PEBP dental. **No faxes or emails of the RBECF will be accepted.**

3. **CALL** Via Benefits at 1-888-598-7545 to complete your profile and schedule an enrollment appointment with a licensed benefit advisor. You may also set up your profile online at [www.My.ViaBenefits.com/PEBP](http://www.My.ViaBenefits.com/PEBP) and “Shop” for plans. Remember to have your Medicare card, preferred doctor and hospital information, as well as your current prescriptions ready when you set up your profile.

4. **CALL** Via Benefits and complete your enrollment over the phone. Remember to ask Via Benefits to automate the HRA reimbursement process as much as possible.

5. Via Benefits will mail you an HRA Funding Packet about 8-12 weeks from your plan effective date. Don’t forget to set up Direct Deposit if you wish to do so.

*If you are required to transition to Via Benefits, use the above steps and check off when complete.*
Public Employees’ Benefits Program
901 S. Stewart St. Suite 1001
Carson City, NV 89701
775-684-7000 or 1-800-326-5496 (option 2 for both)
www.pebp.state.nv.us | memberservices@peb.nv.gov

Via Benefits
1-888-598-7545

Social Security Administration
1-800-772-1213
www.ssa.gov

NOTES: