

How to Access Benefitplace and Self-Register

State of Nevada - PEBP

Benefitfocus for *life*[™]

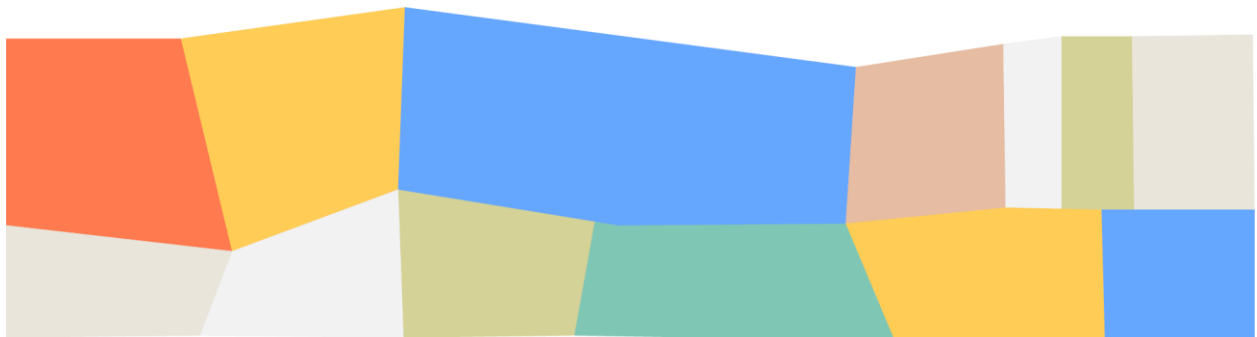


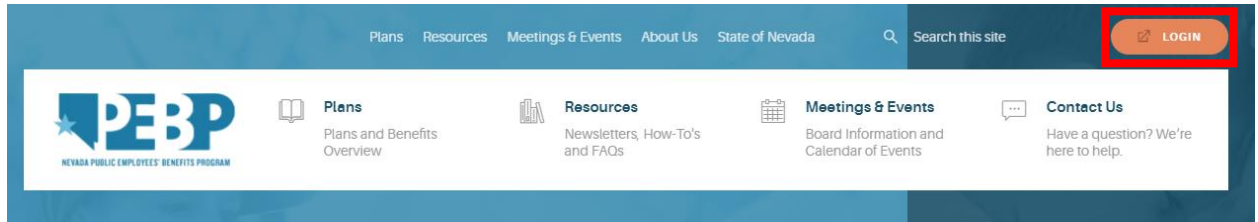
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How to Access Benefitplace

Benefitplace is PEBP's E-PEBP portal where members can shop, enroll, and manage benefit information. You can access Benefitplace through the PEPB website (option 1 below) or outside of the PEBP website (option 2 below).

Option 1. Click *Login* on the homepage of [PEBPs website](#).



You will then be redirected to the below login screen.



Welcome to Benefitplace!

Benefitplace is PEBP's E-PEBP portal where members can shop, enroll, and manage benefit information.

Log in to your account

Username

[Forgot username](#)

Password

[Reset password](#)

Can't access your account?
[Create an account](#)

Supported Browsers
[Learn about Officially Supported Browsers](#)

For Questions 855.915.6381
7:30 a.m. to 5:30 p.m. Pacific Time
Monday through Friday

Option 2. Enter <https://www.secure3-enroll.com/go/nvpebp> into your browser and you will be directed to the below login screen.



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How to Self-Register

If you are accessing Benefitplace for the first time, please follow the below steps to self-register.

1. Click *Create an account* to begin the account creation process.



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Password [Reset password](#)

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2. Complete all the information on the Create Your Account page, then click *Next*. All required text boxes are indicated by an asterisk.
 - a. Enter your last name in the Last Name text box.
 - b. Enter your date of birth in the Date of Birth text box using mm/dd/yyyy format, for example 07/11/1979. You may type the date or select using the date picker.
 - c. Enter the last four digits of your SSN in the Last four digits of Social Security Number text box.
 - d. Complete the Security check by selecting the I'm not a robot checkbox and performing the requested task.



Create your account

Provide your identifying information

Last Name

Date of Birth (mm/dd/yyyy)

Last four digits of Social Security Number

Security check

I'm not a robot

reCAPTCHA
Privacy - Terms

3. Enter the requested information on the Register Your Account page, then click Save. All required text boxes are indicated by an asterisk.
 - a. Create your username. Your username must be between 6 to 50 characters and may include special characters, but special characters are not required.
 - b. Create and confirm your password. Requirements are:
 - Must be 8 to 15 characters
 - Contains at least one number
 - Contains at least one uppercase letter
 - Contains at least one lowercase letter
 - Cannot contain more than 2 of the same character in a row
 - Cannot contain your Login ID or SSN
 - May include special characters, but it is not required
4. Create Secret Questions and Answers. You will be asked to provide multiple questions and answers. These may be used for account validation in the future if you forget your username or password.



Register Your Account

Create your New Account by Providing the Information Requested Below

Name

Date of Birth

Zip Code

Social Security Number

Username:

- Username must be between 6 and 50 alphanumeric characters

Password:

- Must contain at least one number
- Must contain at least one upper case and one lower case letter
- Cannot contain more than two of the same characters consecutively
- Cannot be the same as the Username or SSN

* Username	<input type="text"/>
* Create Password	<input type="text"/>
* Confirm Password	<input type="text"/>
* Secret Question 1	<input type="text" value="---Please Select---"/> ▼
* Secret Answer 1	<input type="text"/>
* Secret Question 2	<input type="text" value="---Please Select---"/> ▼
* Secret Answer 2	<input type="text"/>
* Secret Question 3	<input type="text" value="---Please Select---"/> ▼
* Secret Answer 3	<input type="text"/>

Cancel
Save

5. Review the confirmation message informing you that your registration was successful.



Registration Successful

You have successfully created your new account! Click "Next" to log in to your new account.

Welcome Test Member
Your Username is TESTUSERNAME

[Next](#)

6. Click *Next* and you will be logged into the system.