

Instructions on Enrolling in PEEHIP Insurance

- Go to www.rsa-al.gov
- Look at the top left of the webpage for the **Member Login** tab
- If you are a **first time user** click on **Need to Register?**
- **Create an Online Account:** You will need your PID number, Last 5 digits of your Social Security Number, Date of Birth, and Last Name. ***Your PID number is:***

- If you already have a Member Login, key in your User Name and Password where indicated and Login to make any changes. If you are coming from another Alabama Public School System and you have no open enrollment changes to make, you do nothing.
- Follow the Online Instructions to finish creating your Online Account and then you can proceed with Enrollment. If you have any problems or questions you can call PEEHIP at 1-877-517-0020 or Jodi Ennis at 334-585-2206, extension 1228.
- **Remember your Login!** Keep your newly created User Name and Password. You can login any time to view your coverage, premiums, etc...

This is your once-a-year opportunity to enroll, make changes, or terminate coverage during the 2019 Open Enrollment period. **Open Enrollment begins July 1, 2019**, and will end by the following deadlines:

- ♦ the deadline for submitting paper Open Enrollment forms is August 31, 2019. Any paper forms postmarked after August 31, 2019 will not be accepted.
- ♦ the deadline for submitting online Open Enrollment changes is midnight of September 6, 2019. After September 6, 2019, online Open Enrollment changes will not be accepted and the Open Enrollment link will be closed.
- ♦ the deadline for enrollment or re-enrolling in a Flexible Spending Account online or on paper is September 30, 2019.
- ♦ No changes in address, coverage, or tobacco status can be made by phone.

www.rsa-al.gov - This website has all your information for Teacher Retirement Systems (TRS), Retirement Systems of Alabama (RSA), and Public Education Employee Health Insurance Plan (PEEHIP). Forms, Publications, Contact Information, etc....