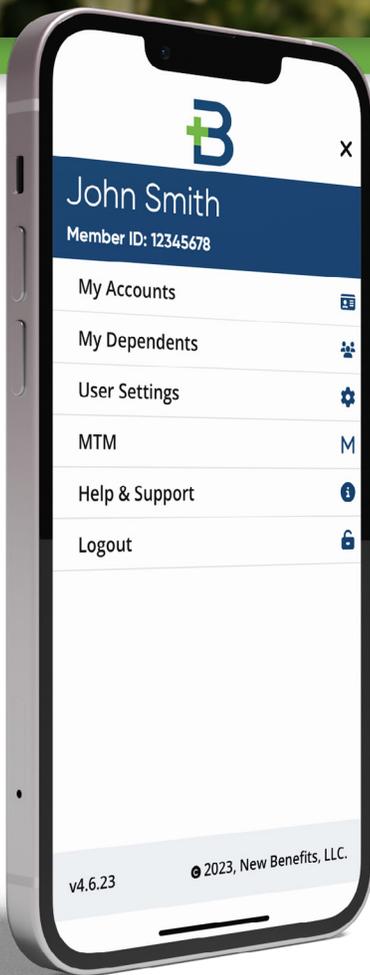


How to Add your Dependents

**Follow These
Easy Steps**
to Ensure your
Dependents are
Registered



Mobile App

1. Log on to the **My Benefits Work App**
2. Click on the menu button in the top right corner of home page
3. Select "My Dependents"
4. Click "Add New" for each dependent* you would like to add to your account

Web Portal

1. Visit <https://MyBenefitsWork.com/login>
2. Click your initials in the top right corner of the screen
3. Click "My Profile" from the dropdown menu
4. Click on "My Dependents" from the left sidebar menu
5. Click on "Add Dependents" for each dependent* you would like to add to your account

Member Services

1. Call Member Services at 800.800.7616
2. Request to add a dependent

Member Services are available Mon – Fri: 7am – 7pm and Sat: 8am – 5pm. Please note our Member Support call center is closed on Sundays and most major holidays (but the app is always open).



Download the **My Benefits Work Mobile App**
800.800.7616 | MyBenefitsWork.com

**Dependents 18 and over will need to be invited as their own user of the mobile app or web portal.*