

employer services

insurance benefits support

The South Carolina Public Employee Benefit Authority (PEBA) is committed to providing you with the information you need to administer your employees' insurance benefits. Here's a quick look at the available resources.

Employee Benefits Services (EBS)

EBS is a secure website that provides authorized users with access to PEBA's insurance benefits enrollment database and the ability to view their employees' insurance enrollment information, enroll subscribers, make changes to subscribers' coverage, approve subscriber changes made through MyBenefits and view reporting data and billing reports. For help with EBS access, call 803.734.2352.

Benefits Administrator Manual

PEBA publishes a *Benefits Administrator Manual* on its website every calendar year to provide updated information about administering PEBA's insurance programs.

Training and resources

We encourage you to attend the employer training courses available at PEBA's office, which include a two-day overview course. View training dates and presentations [online](#). Other training is available, including at your location.

Employer Advisory Group

Our Employer Services Director hosts monthly open discussions with employers at PEBA. If you are interested in participating, email Employer Services at employerservices@peba.sc.gov. Dates of upcoming discussions are announced in *PEBA Update*.

Benefits at Work conference

PEBA hosts the Benefits at Work conference each fall to provide information about and assistance

in administering PEBA's benefits plans. You can also meet PEBA staff and vendor representatives, and network with your peers.

Employer organizations

PEBA's Field Services team is available to attend and present information about the benefits PEBA administers at organizational meetings or events. To request our attendance, email Field Services at fieldservices.insurance@peba.sc.gov.

PEBA Health Hub

In collaboration with BlueCross BlueShield of South Carolina, PEBA created the Health Hub to provide ready-to-use toolkits and other information for you to download. Visit the [PEBA Health Hub](#) and sign up for the mailing list to receive monthly health reminders.

YouTube channel

PEBA TV features a variety of videos about PEBA-administered benefits, including our PEBA Perks video and training presentations.

Publications

The *Insurance Benefits Guide* and other publications are available on our website, www.peba.sc.gov.

Stay connected

PEBA uses the contact information in [EBS](#) to distribute *PEBA Update* and time-sensitive emails, so please periodically review and update your employer contacts.

Resources for your employees

PEBA Perks

PEBA promotes several key preventive health benefits. [PEBA Perks](#) are offered at no cost to State Health Plan primary members at network providers and pharmacies.

Health management programs

These [programs](#) provide State Health Plan members with resources to help them take a hands-on approach to monitoring their health, understanding risk factors and making informed decisions to stay healthy.

Value-based benefits

These [value-based benefits](#) are offered to State Health Plan primary members at network providers.

Employer-sponsored events

A great opportunity to help your employees understand and ask questions about their PEBA-administered benefits is to have our Field Services team host an exhibit table at your benefits fair or other sponsored event. To request our attendance, email [Field Services](#).

Onsite presentations

We are pleased to offer onsite delivery of our presentations on PEBA Perks, annual open enrollment, insurance orientation and education and preretirement education. To schedule a presentation at your location, email [Field Services](#).

Online account access

[MyBenefits](#) is the secure website through which members of a PEBA-administered health plan may review their benefits, update contact information and change coverage during an open enrollment period.

Guides and flyers

Several publications found on PEBA's website can help employees understand their PEBA-administered insurance benefits. The *Navigating Your Benefits* series gives a common-language introduction to insurance issues, while the *Insurance Benefits Guide* offers a more in-depth look at coverage.

Connect with PEBA

There are many ways for your employees to get connected with PEBA to receive updates:

- [Facebook](#)
- [Twitter](#)
- [PEBA TV](#)
- [LinkedIn](#)
- [Email alerts](#)

This document does not constitute a comprehensive or binding representation regarding the employee benefits offered by PEBA. The terms and conditions of insurance plans offered by PEBA are set out in the applicable plan documents and are subject to change. The language on this flyer does not create any contractual rights or entitlements for any person.

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