

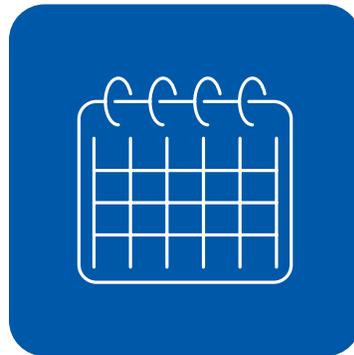
Aon Active Health Exchange™

Quick Guide

Know how to find what you need—when you need it!

[veritiv.makeityoursource.com](https://www.veritiv.makeityoursource.com)

make it yours



Get the coverage you need.



Choose Your Benefits

Get Ready Now, Enroll Before Your Deadline

The Aon Active Health Exchange™ makes it easy to find the right fit. Just choose your coverage level, the price you want to pay, and the insurance carrier you want to work with.



Get Up to Speed

Visit the Make It Yours website at [veritiv.makeityoursource.com](https://www.veritiv.makeityoursource.com).

- Watch quick videos to see what the exchange is all about.
- Compare the coverage levels side by side.
- Get to know the carriers through [Your Carrier Connection](#)—get overviews, compare features and services, and access preview sites to see provider networks and prescription drug information.

*If you are covered by a collective bargaining agreement, please refer to the agreement for any specific benefit details.



Enroll

- Log on to My-HR (digital.alight.com/veritiv) and click **Enroll Now** (or visit digital.alight.com/myhrveritiv). Or you can enroll through the Alight Mobile app (available through the Apple App Store or Google Play).
- Get fast answers about the best medical options for your situation by sharing what's important to you.
- See how others evaluated the health insurance carriers by looking at carrier ratings for customer service, provider networks, and online experience.

Once you've completed your enrollment online, you can view your coverages and follow-ups on a confirmation page. You can also view this information through My-HR at digital.alight.com/veritiv (or visit digital.alight.com/myhrveritiv) any time before your benefits begin.



Remember, you must enroll to have coverage through Veritiv. If you don't enroll, you'll have:

- Employee-only medical coverage under the lowest cost Bronze option and will also default to paying the \$100 monthly tobacco surcharge.
- No Health Savings Account (HSA) contributions, if eligible.
- No dental coverage and no vision coverage.
- No flexible spending account (FSA).

Use Your Benefits

Throughout the year, there are lots of ways to stay on top of your health, and to make the most of your benefits and your health care dollars. Make sure you're up to speed before your benefits take effect.



Get the Inside Scoop

Visit the Make It Yours website at [veritiv.makeityoursource.com](https://www.veritiv.makeityoursource.com).

- Get insider tips for “how to work the health care system” on many topics.
- Make the most of your benefits and your health care dollars.



Manage Your Benefits

Log on to My-HR (digital.alight.com/veritiv) (or visit digital.alight.com/myhrveritiv) or the Alight Mobile app.

- See what's covered and who you're covering.
- Make benefits changes when your life changes (e.g., marriage, birth of a child).



Stay in Step With Your Carrier

Once your coverage begins, register on the [insurance carrier](#) member site (you can get to it from the Make It Yours website).

- Keep track of your provider bills and payments online (once your coverage begins).
- Take advantage of all that your carrier offers, which may include telemedicine, health experts, and discount programs.



Questions?

You can reach a customer service representative by web chat or by scheduling an appointment through My-HR. You can also call the Veritiv Benefits Center at **1.855.278.4981** from 9:00 a.m. to 6:00 p.m. ET, Monday through Friday. If you don't connect with a representative right away, you will be given the option to save your place in line and receive a call back once a representative is available.