

Need to Update Your Beneficiary Designations?

Have you had a divorce, marriage or birth recently? When was the last time you reviewed your beneficiary designation? Now is the best time to check or update your beneficiary designations for:

- Company-paid basic life insurance and employee-paid supplemental life insurance through Unum
- Heritage 401(k) plan through Empower
- Health Savings Account through Optum Bank

If you would like to update your beneficiary designations, please visit www.accessmyhrinfo.com. Once there, you'll log in to your account using your Office 365 credentials and select the "Benefit Details" tile. On the next page, click the "Update Beneficiaries" link on the left-hand side. Next, you will see a link to the Unum Beneficiary Form for your life insurance benefits. Use that form to complete your updates.

To update your Heritage 401(k) plan or Optum Bank Health Savings Account beneficiaries, you should log into your Empower 401(k) account at www.EmpowerMyRetirement.com. Go to the "Overview" page for either your 401(k) account or your Optum HSA account, then select the "Beneficiaries" or "Manage Beneficiaries" links.

Still have questions? Please contact HR Shared Services at 800-303-0408 or HRSS@thgrp.com for assistance.

