

LifeView HR Kiosk Locations

Access LifeView HR at:

[http://clblvhrprod/
TesseractWebServicesWeb/](http://clblvhrprod/TesseractWebServicesWeb/)

- Your User Name is your SSN.
- Log on with the LifeView password you created. If you have never logged on, your default password is: LVHR (password is case-sensitive).
- Once logged in, click on "Open Enrollment" - it is the first tab at the top of the page.
- Access the 2021 Benefits Overview booklet at the "[Additional Benefits Information](#)" link
- Review your current enrollment(s) choose your selection for 2021.
- ***If you want to enroll in the FSA plan(s) for 2021, you must type in your annual election amount.***
- To confirm your selections, you must click the "Electronic Signature" box and click "Submit." It's that simple!
- Please confirm your e-mail address or update/add an e-mail address if you wish to receive e-mailed confirmations of your changes.
- You can make as many changes as you like until open enrollment ends on October 23, 2020, at 5 pm.

The screenshot shows the 'Welcome to LifeViewHR' interface. At the top, there are navigation tabs: START, OPEN ENROLLMENT (selected), PEOPLE, PAY STUBS, PAY STUB CONTROL, DEFERRED COMPENSATION, ACCRUAL BALANCES, and TAX CHANGES. The main heading is 'Benefits Open Enrollment' with a 'SUBMIT' button. Below this, there is a 'SUBMIT' button and a 'Changes will be effective January 1, 2021. Payroll deductions for 2021 will start with the first paycheck in December 2020.' notification. The enrollment period is 'Monday, October 12, 2020 and ends on Friday, October 23, 2020.' A note states: 'Please review your benefit elections. You are only required to complete this page if you are making changes to your health, dental or vision plan enrollment; and/or you plan to participate in the flexible spending account (FSA) plan for 2021.' Instructions follow: 'Please make your selections below, then check the "Electronic Signature" box and click "SUBMIT". You can make changes until open enrollment closes on October 23, 2020. Refer to the informational links on the right for assistance.' A confirmation email address is shown as redacted. A note says: 'If you wish to correct or change this personal email account, click on the "Home Address" tab at the top of this page and enter your personal email address.' The 'BENEFIT PLANS' section includes: 'Current Medical Plan: Anthem Blue Cross PPO' with 'New Selection' options: HMO, PPO (selected), Waive coverage; 'Current Dental Plan: Delta Dental PPO' with 'New Selection' options: HMO, PPO (selected), Waive coverage; 'Current Vision Plan: VSP Vision' with 'New Selection' options: VSP (selected), Waive coverage. The 'FLEXIBLE SPENDING ACCOUNT (FSA) PLANS' section includes: 'To participate for 2021, you must enroll by entering an ANNUAL AMOUNT for your plan(s) of choice below. The annual plan minimum is \$100. Maximum annual plan limit is \$5000 for Dependent Care, and \$2750 for Health Care.' 'Health Care: (eligible health care related expense) \$0.00' and 'Dependent Care: (eligible expenses for child care or elder care) \$0.00'. The 'LONG TERM CARE INSURANCE' section includes: 'Access the UNUM website to review features of the LTC program, enroll in the Plan, or modify your existing benefit level.' The 'DEPENDENTS' section includes: 'Review the "Dependents" tab at the top of this page to confirm that your eligible family members are listed or click here and download the required form needed to add or delete dependents. Contact your department PPA for further assistance.' The 'ELECTRONIC SIGNATURE' section includes: 'I agree to allow the City of Long Beach to use this self-service LifeView submission as certification of my electronic signature in lieu of my handwritten signature for the purpose of processing the requested benefits open enrollment changes.'

LifeView HR Kiosk Locations

Houghton Park Community Center
6301 Myrtle Ave.
Hours: M-F; 9am - 2pm

Beach Maintenance
4320 Olympic Plaza Drive
Breakroom/Conference Room
Hours: M-F; 9am - 2pm

Maintenance Operations (Tree Farm)
7600 E. Spring Street
Maintenance Operations Building #C
Hours: M-F; 9am - 2pm