



Benton County Address and Name Change Process

To update information with Benton County:

For Name Changes: Complete Benton County Employee Name Change Form and Submit to HR

For Address Changes: Update in Employee Self Service

- Update address: under Contact Information
- Be sure to update Emergency Contacts as well, if needed.

Once your name change has been processed, you will receive an email with your updated ESS log in information.

To update information with your health benefits administrator:

If you are not sure what plans you are enrolled in, contact HR

UEBT

- Phone: 800-223-2449
- Email: staff@unitedemployees.org

VEBA

- www.hraveba.org
- Click on Participant Logging > My Profile> Update Mailing Address (if you have any issues with this site, please contact VEBA)

Northwest Administrators (NWA) Medical

- Phone: 800-458-3053

Teamsters Pension

- Phone: 800-458-3053

For employees enrolled in the following:

Mission Square Participants

Rep: Shirley Brost
Email: Sbrost@missionsq.org
Phone: 202-759-7025

Nationwide Participants

Rep: Daniel Black
Email: blacd8@nationwide.com
Phone: 509-934-7164

Aflac

Rep: Gayle Dunbar
Email: gayle_dunbar@us.Aflac.com
Phone: 202-759-7025