Employees: How to Enroll in a Health Plan through DC Health Link

1. Get Started – Create User Account

- Go to DCHealthLink.com

- Click on the Apply Now button to create your Employee account

- If you already have an account, login to your existing account

2. Complete the Employee Application
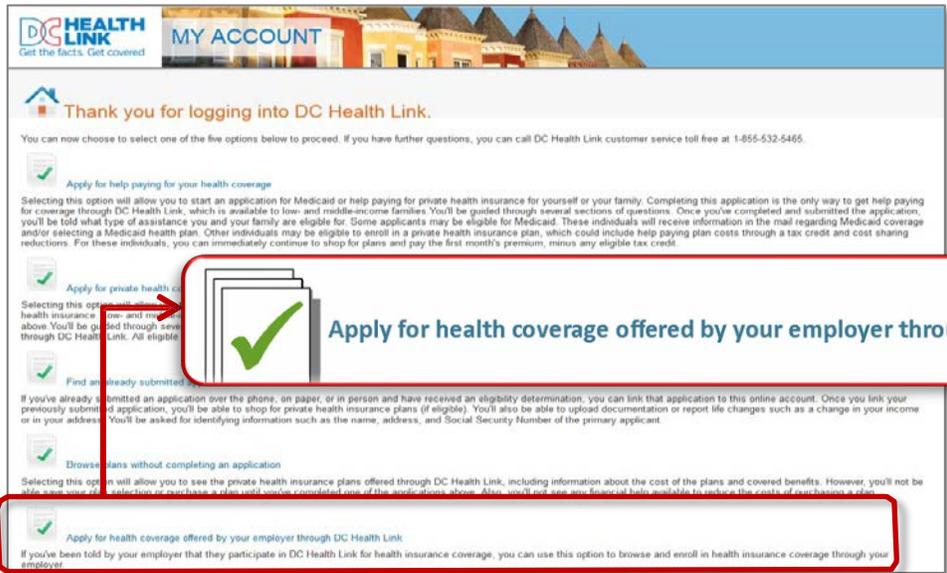
TIP: Make sure that you see "Employees" at the top of the application to ensure you are completing the correct application.

Employees: How to Enroll in a Health Plan through DC Health Link

3. Eligibility for health plan(s) offered by your employer

💡 **TIP: Once you have been determined eligible for coverage through your employer, you will not have to complete another application.**

4. Shop for a Plan

a. **View Plans Now** – Click on the blue "Enroll in a Plan" button on the right side of page;

   or

b. **View Plans Later** – When you log back in to your account, click on the "Enroll in Plans" blue link at the top of your My Account page.

5. Enrollment Confirmation

- When you submit your plan enrollment, you will receive a confirmation page which you can print and save for your records.

- If you do not receive a congratulations page, you have not successfully enrolled. Contact your employer, your employer's broker, or DC Health Link Customer Service for assistance.

Questions? Contact DC Health Link Customer Service at 855-532-5465 or info@DCHealthLink.com