



It's easy to update your beneficiary information online

Designate beneficiaries for your Lehigh Valley Health Network by following the instructions below.*

How to update your beneficiary information

Access the beneficiary page

- Log in to your account on
 - On the next screen, click the dropdown menu next to your name at the top of the page
 - Click "Change Beneficiaries"
- You will be able to add, update or delete beneficiaries and designate beneficiary percentages.

Create a new beneficiary

- Click "Add a beneficiary"
 - Enter the new beneficiary's details
 - Click the "Save" button
- Note: Fields with a red asterisk are required.

Edit a beneficiary

- Click the plus sign by the beneficiary's name
- Edit desired fields on the record
- Click the "Save" button

Delete a beneficiary

While editing the record, click the "Delete" button
 Note: Only unassigned beneficiaries can be deleted.

* Beneficiary: The person you designate to receive any remaining account balance or income payments should you pass away.

How to update your beneficiary information (continued)

Set or manage beneficiaries

- Click the “Beneficiary Designations” button at the bottom of the screen
- Scroll down until the buttons “Manage Your Beneficiary” and “Change Beneficiary Designation” appear
- To edit a designation, click “Change Beneficiary Designation”
- To modify, click “Update”
- Change the benefit percentage and/or the “Primary or Contingent” type
- You can also choose to click “Remove”
- Before removing, you must first delete the percentage
- To add a beneficiary, click “Add Beneficiary Designation”
- Select the desired person/entity from the dropdown on the left
- Set “Primary or Contingent” and enter a percentage
 - Click the “Add” button

Review your beneficiary designations

From any page:

- Click “Your Name” in the upper right corner of the page
- Click “Change Beneficiaries”
- Click the “Beneficiary Designation” button

Will I receive a confirmation of the updated beneficiary designation be sent to me?

Yes, Corebridge Financial will send a confirmation email by way of PersonalDeliver-e® whenever you update a beneficiary designation. In addition, we will mail a confirmation letter to your address of record. Beneficiary updates will also appear on your next quarterly statement.

1.800.448.2542

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