New sign-up instructions for current PEBB Members

**Quick Reference Guide**

**Step 1**
If you have an active Digital Tools account, cancel existing account by calling WW Customer Service at 1-866-454-2144. If you do not have an active Digital Tools account proceed to Step 2.

**Step 2**
Go to PEBB.WW.com
Click the “Join Now” button

**Step 3**
Enter your PEBB Member information:

(a) Enter the **Employer ID: 15066304**

(b) Select your **Population Type:** Employee, Spouse or Dependent. Domestic Partners should select Spouse.

(c) Enter your **Health Plan ID:**

- **Kaiser Permanente Members:** Kaiser Permanente Health Record Number (found on ID card)
- **Moda Health Members:** 9-character ID Number and the 2 digit suffix by your name (found on ID card)
- **Providence Health Members:** Providence Health Plan 11 Digit ID Number (found on ID card)

Click the “next step” button

**Step 4**
Choose offering type: “Digital” or “Digital + Workshops”

**Step 5**
Retain your previous digital account history by clicking “Go to login” > when asked if you “Already have an account?” enter your WW username and password.

*Please note:* For this to work, your previous WW account must be cancelled first. See Step 1 above.

**Step 6**
Review and submit your order to complete your registration.