



## DocFind Instructions – Initial Enrollment

**Step 1:** Visit Aetna’s website at [www.aetna.com](http://www.aetna.com)

**Step 2:** At the top of the webpage, click on “**Find A Doctor**”

**Step 3:** On right side of page under the section labeled “**Not a member yet**” select “**Plan from an employer**” (*1<sup>st</sup> choice on the list*)

**Step 4:** Under Continue as a Guest, enter you zip code, city, state or county

**Step 5:** You will be asked to “**Select a Plan**”. Use the Key below to help you make the correct selection:

If you are enrolling in an...	DocFind Plan selection is...
NJ Educator’s Health Plan (Aetna Choice POS II plan)	Category Heading = <b><u>Aetna Open Access Plans</u></b> Plan Name = Aetna Choice POS II (Open Access)

**Step 6:** Click **CONTINUE** to search for the type of provider.