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PA01-25

MEMORANDUM

TO: Participating Agency Health Benefits Administrators
FROM: Employee Benefits Division
SUBJECT: The Empire Plan At A Glance for 2002
DATE: December 28, 2001

We are pleased to announce the 2002 *Empire Plan At a Glance* for Participating Agencies with Core Only benefits, Participating Agencies with Core plus Medical Enhancement and Participating Agencies with Core plus Medical and Psychiatric Enhancements.

The Empire Plan At a Glance

The 2002 *Empire Plan At a Glance*, a concise guide to plan benefits, will be included with each group's *Empire Plan Report* to be mailed to enrollee homes in December 2001. For now, we are sending copies to agencies for new hires.

The *Empire Plan At a Glance* is a useful publication for new employees, conferences and health fairs. Encourage employees to use this guide together with their *Empire Plan Certificate*.

Distribution

We are sending you a supply of the 2002 *Empire Plan At a Glance* equal to 5 percent of your Empire Plan enrollment. You may order additional copies if you need them.

The Publications Supply Request Forms are updated to allow you to order the 2002 *Empire Plan At a Glance* for each enrollee group above. **Please wait until you receive your supply of the *Empire Plan At a Glance* before you place an order.**

You may also order from EBD Online instead of faxing the forms. From the homepage, open Publications and Forms, then open NYSHIP Publication Order Forms, Choose the Group. Select your group, then "Order Online" or "Print or View Form" and follow instructions. If you need help accessing EBD OnLine, please ask the Help Desk or your processor. **Please wait until you receive your shipments of the new publications before you place an order.**

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