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**PA02-22**

### MEMORANDUM

**TO:** Participating Agency Health Benefits Administrators  
**FROM:** Employee Benefits Division  
**SUBJECT:** The Empire Plan At A Glance for 2003  
**DATE:** November 18, 2002

We are pleased to announce the 2003 *Empire Plan At a Glance* for Participating Agencies with Core benefits and Participating Agencies with Core plus Enhancements. As you know, the Core Plus Medical Enhancement option will be eliminated effective January 1, 2003. If you currently have this option, you will receive either a Core or Core Plus (Core Plus Medical and Psychiatric Enhancements) Empire Plan At A Glance depending on the option your agency has chosen.

#### **The Empire Plan At a Glance**

The 2003 *Empire Plan At a Glance*, a concise guide to plan benefits, will be included with both group's *Empire Plan Report* mailing to enrollee homes in January 2003. For now, we are sending copies to agencies for new hires and for those changing their option to the Empire Plan.

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 2003 *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 2003 *Empire Plan At a Glance* for each enrollee group above. Or, instead of faxing the forms, you may order from ebd\_online at [www.cs.state.ny.us/ebdonline](http://www.cs.state.ny.us/ebdonline). 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 call the Help Desk or your processor. **Please wait until you receive your supply of the Empire Plan At a Glance before you place an order.**

If you are unsure how to order the publication you want, or if you have questions about this distribution, please call the Communications Unit at (518) 457-7577.

Attachments