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NY08-13
PE08-08

MEMORANDUM

TO: Health Benefits Administrators of New York State Agencies;
Health Benefits Administrators of Participating Employers
FROM: Employee Benefits Division
SUBJECT: *On the Road with The Empire Plan*, June 2008
DATE: July 8, 2008

Updated Publications

We are happy to announce that two new versions of *On the Road with The Empire Plan* are at the printer and will be shipped to agencies in July in time for the summer travel season.

On the Road with The Empire Plan for Actives (blue cover) replaces the June 2007 version for all groups and the *On the Road with The Empire Plan* for Retirees (maroon cover) replaces the June 2007 version for NY/PE Retirees. Please remove copies of the old publication from your shelves and recycle them when you receive your shipments.

Distribution

We will not be mailing these publications to enrollee homes. We will send you a supply of each equal to 3 percent of your enrollment to distribute to your Empire Plan enrollees who may be traveling or have college students away from home and for use at health fairs. These publications are included in our new new hire and new retiree packages too, so be sure to order them for your Empire Plan enrollees as needed. See HBA Memo NY08-19 or PE08-15 for additional information about this new service.

Publications Available on Our Web Site: www.cs.state.ny.us

Please check the web site for new publications. We generally post publications when we sign off for printing. These publications will be available on HBA Online under Publications & Forms and on NYSHIP Online. Click on Using Your Benefits and then Publications.

Ordering Publications

You may order additional copies of these publications by using the Publications Supply Order Forms enclosed with your shipment [AL0845 EP On the Road Active/REV/June 2008 and AL0844 EP On the Road Retiree/REV/June 2008]. Or, instead of faxing the form, you can order on HBA Online under Publications & Forms. If you need help accessing HBA Online, please call the Help Desk or your processor. **Please wait until you receive your shipments of the new publications before you place an order.**

If you are unsure of how to order publications or have questions about this distribution, please call the Communications Unit at 518-457-7577.