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NY08-30

TO: New York State Health Benefits Administrators
FROM: Employee Benefits Division
SUBJECT: Revised *Planning for Retirement*, September 2008
DATE: September 19, 2008

We are pleased to announce that the September 2008 revision of the popular publication *Planning for Retirement* is at the printer and will be shipped to agencies soon. This publication provides important health insurance information for New York State employees who are planning to retire from State service.

The new version replaces the November 2006 version and includes information about dependent survivor coverage, Medicare Advantage plans, Income-Related Monthly Adjustment Amount (IRMAA) and MyNYSHIP, a secure web site where enrollees can change their enrollment record. Please remove the 2006 version from your shelves, recycle and replace them with this new version.

Remember, the companion *Planning for Retirement* video is available to order on HBA Online. Click on Publications & Forms and select Employees of New York State Agencies. Scroll down to Planning for Retirement Special Order Form, click on Display the form and then click on Print or View Form. Or, you can use the attached form to order videos.

Distribution

We will send you a supply of this publication equal to 2 percent of your NYSHIP enrollment. This publication will not be mailed to enrollees' homes. *Planning for Retirement* is not included in either the New Hire or New Retiree packages, but we encourage you to give the publication to any employee who is beginning to think about retirement.

Publications available on our web site: www.cs.state.ny.us

Please check our web site for new publications. We generally post publications when we sign off for printing. This publication will be available on HBA Online under Publications & Forms and on NYSHIP Online. Click on Planning to Retire?

Ordering Publications

You may order additional copies on HBA Online. From the Department of Civil Service home page, www.cs.state.ny.us, select the Benefit Programs button from the left-hand navigation. Then click on HBA Online. Open Publications & Forms and select Employees of New York State Agencies, then open NYSHIP Publication Order Forms (AL0843 Planning for Retirement/REV September 08). If you need help accessing HBA Online, please call the Help Desk or your processor. Or, you can complete and fax the Publications Supply Order Form enclosed with your shipment. **Please wait until you receive your shipment 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.

Attachment