



STATE OF NEW YORK

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COMMISSIONER

**PE08-26**

## **MEMORANDUM**

**TO:** Health Benefits Administrators of Participating Employers  
**FROM:** Employee Benefits Division  
**SUBJECT:** *2009 Empire Plan At A Glance* with Copayment Cards and 2009 Drug List  
**DATE:** November 26, 2008

We are pleased to announce the 2009 *Empire Plan At A Glance* for Participating Employers is at the printer and will soon be mailed to enrollees. The *At A Glance* is a useful guide to Plan benefits for new employees, conferences and health fairs. Encourage employees to use this guide together with their *Empire Plan Certificate*.

The 2009 *At A Glance* publication will be mailed with an updated Copayment A Card. The 2009 Empire Plan 2009 Flexible Formulary Drug List will also be included with the 2009 *Empire Plan At A Glance*.

### **Distribution**

This publication will be mailed to enrollee homes in early December. We will send you, in separate shipments, a supply of each publication equal to 2 percent of your Empire Plan enrollment for new hires or for those enrollees changing their option to The Empire Plan. A dropshipment of the *At A Glance* enclosures will be delivered to agencies in early December. These publications will also be included in group-specific new hire and new retiree Empire Plan packages, which are only available to order on HBA Online.

### **Ordering Publications**

You may order additional standalone copies of the 2009 *Empire Plan At A Glance*, Copayment (A) Cards and the 2009 Empire Plan Flexible Formulary Drug by using the Publications Supply Order Form enclosed with your shipments. Or, instead of faxing the form, you may order on HBA Online at [www.cs.state.ny.us/ebdonline](http://www.cs.state.ny.us/ebdonline). Open Publications & Forms, then open NYSHIP Publication Order Forms and choose PE (Participating Employers) Actives. If you need help accessing HBA Online, please call the Help Desk or your processor.

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