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PAEX 09-05

MEMORANDUM

TO: Health Benefits Administrators of Participating Agencies with The Excelsior Plan
FROM: Employee Benefits Division
SUBJECT: Revised 2009 Excelsior Plan At A Glance
DATE: April 3, 2009

You will soon be receiving the revised 2009 *Excelsior Plan At A Glance* and a new 2009 Preferred Drug List. **Note, there are minor changes to the wording of the Prescription Drug and Basic Medical Programs in the *At A Glance*, but the revisions do not impact the administration of the benefits.** Please recycle the January 1, 2009 *Excelsior Plan At A Glance* (EX0001) we previously sent, and replace it with this version (EX0004).

Distribution

This publication, including the 2009 Preferred Drug List, will be mailed to Excelsior Plan enrollee homes in mid April. We will send you, in a separate shipment, standalone supplies equal to 2 percent of Excelsior Plan enrollment for new hires or for those enrollees changing their option to The Excelsior Plan. These pieces are also included in the Excelsior Plan New Hire packages, only available to order online on HBA Online.

Ordering Publications

You may order additional copies of the revised 2009 *Excelsior Plan At A Glance* by using the Publication Supply Order Form enclosed with your shipments. Or, instead of faxing the form, you may order on HBA Online. Open Publications & Forms, then open NYSHIP Publication Order Forms and choose the appropriate group. If you need help accessing HBA Online, please call the Help Desk or your processor.

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