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PAEX09-19

MEMORANDUM

TO: Health Benefits Administrators of Participating Agencies with The Excelsior Plan
FROM: Employee Benefits Division
SUBJECT: January 1, 2010 Three-Level Preferred Drug List for The Excelsior Plan
DATE: December 21, 2009

We are pleased to announce that the updated 2010 Three-Level Preferred Drug List for The Excelsior Plan (EX0009) effective January 1, 2010 is now available. Enclosed are five copies for your information and distribution. It replaces the September 1 version (EX0007); please recycle any outdated versions on your shelves.

Note: The Drug List may change on January 1 and July 1 of each calendar year.

Online Resources Available

The updated 2010 Three-Level Preferred Drug List is available on the Department of Civil Service web site at <https://www.cs.state.ny.us>. Click on Benefit Programs, then NYSHIP Online. Choose PA Excelsior Plan, if prompted, click on Using Your Benefits, then Publications and select 2010 Three-Level Preferred Drug List Reference Guide.

Distribution

The Drug List will be mailed to enrollee homes with the 2010 *Excelsior Plan At A Glance*. Please feel free to provide a copy to any enrollees who request it, or refer them to the Department of Civil Service web site at <https://www.cs.state.ny.us>.

Ordering Publications

You may order additional copies of the 2010 Three-Level Preferred Drug List (EX0009) by using HBA Online. From HBA Online, open Publications & Forms, Select Employees and Retirees of Participating Agencies, then click on Choose the group under NYSHIP Publication Order Forms and select PA (Participating Agencies) with The Excelsior Plan. If you need help accessing HBA Online, please call the Help Desk at (518) 457-5406.

If you have questions about this distribution, please call the Communications Unit at (518) 457-7577.