



Health Benefits Administrator
NYS Department of Civil Service
Alfred E. Smith Office Building
Albany, NY 12239

June 1, 2010

Enrollee, John B.
1 Main Street
Anywhere, NY 10001

**Important Information About Your
Empire Plan Benefit Card**

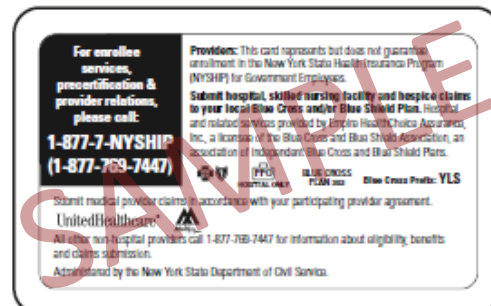
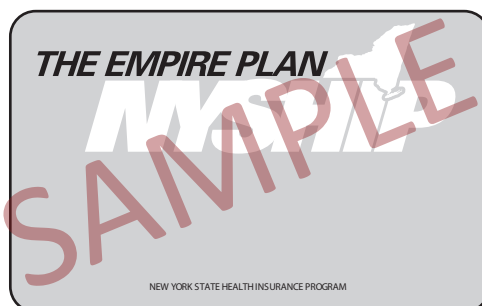
As a result of a change in The Empire Plan benefit card vendor, the Department of Civil Service is unable to issue Empire Plan benefit cards at this time. For a limited period of time, we ask that you use this letter to access your Empire Plan benefits for yourself and/or your covered dependents. Please take this letter with you when you visit a pharmacy or provider. Be sure to keep it in a safe place to protect your health care benefits. If you have questions about the effective dates of coverage, check with your agency Health Benefits Administrator or call The Empire Plan at the number below.

Your Empire Plan ID number is: 123456789
Enrollee Name: ENROLLEE, JOHN B.
Covered Dependents: ENROLLEE, MARY
ENROLLEE, DAVID
ENROLLEE, JANE
ENROLLEE, WILLIAM
ENROLLEE, SUSAN

(NOTE: all covered dependents will be listed unless they have a second address on file).

Copay Code: A, B, C or D

Below is a graphic of the front and back of a sample Empire Plan benefit card for your information. For enrollee services, precertification and provider relations, call The Empire Plan toll free at 1-877-7-NYSHIP (1-877-769-7447) and select the program you need on the main menu.



If you have questions regarding this letter or have trouble accessing your benefits with it, please call 1-877-769-7447. Your Empire Plan ID card(s) will be mailed to you as soon as possible. Please do not call to check their status.