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MEMORANDUM

TO: Participating Agency Health Benefits Administrators
FROM: Employee Benefits Division
SUBJECT: New *Reporting On Prescription Drugs* (January 2011)
DATE: February 16, 2011

We are pleased to announce the newly revised *Reporting On Prescription Drugs* (January 2011) is at the printer and will soon be shipped to agencies. It replaces the July 2009 version and includes valuable information about The Empire Plan Prescription Drug Program. Please recycle any old copies of the July 2009 version when you receive your shipment. *Reporting On Prescription Drugs* applies to Empire Plan enrollees with Empire Plan Prescription drug coverage.

Distribution

Five copies of this publication will be sent to each agency in mid to late February. We are not mailing it to enrollees at this time.

Publications available on our web site: <https://www.cs.state.ny.us>

Please check this 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 Using Your Benefits and then Publications.

Ordering Publications

You may order additional copies of *Reporting On Prescription Drugs* on HBA Online. If you do not have access to HBA Online, please call your processor at the EBD HBA Help Line at 518-474-2780.

Note: New Hire & New Retiree packages, available only as a "Quick Order" on HBA Online, will include *Reporting On Prescription Drugs* and the mail service order form and envelope.

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.