



STATE OF NEW YORK

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NY12-08

MEMORANDUM

TO: New York State Agency Health Benefits Administrators
FROM: Employee Benefits Division
SUBJECT: 2012 *Empire Plan At A Glance* with 2012 Flexible Formulary and Copayment Cards for Agency Police Services Unit (APSU) (formerly ALESU) Enrollees Represented by PBANYS
DATE: March 5, 2012

We are pleased to announce the April 1, 2012 *Empire Plan At A Glance* for APSU is at the printer and will soon be mailed to enrollees in APSU. This version replaces the January 1, 2012 publication and offers a brief description of Empire Plan benefits for APSU beginning on April 1, 2012 (the effective date of their recent contract). The *At A Glance* is a useful guide to the Plan benefits for new employees and at conferences and health fairs. Encourage employees to use this guide together with their *Empire Plan Certificate and Amendments*.

The 2012 Empire Plan Flexible Formulary drug list and new group-specific copayment cards will be included with the *At A Glance* mailing to homes for enrollees.

Distribution

This publication will be mailed to active enrollee homes in early April (after their Special Option Transfer period ends). We will send you, in separate shipments, a small supply of the *At A Glance* and copayment cards for your APSU NYSHIP population. This publication will also be included in Empire Plan Quick Order packages, which are only available to order on HBA Online.

Ordering Publications

You may order additional standalone copies of the April 1, 2012 *Empire Plan At A Glance*, the 2012 Empire Plan Flexible Formulary and copayment cards on HBA Online at <https://www.cs.ny.gov/ebdonline>. Open Publications & Forms and select Employees of New York State, then open NYSHIP Publication Order Forms and choose APSU. **Please wait until you receive your initial shipment before ordering more.** The online version is now available.

If you need assistance with your HBA Online registration or have forgotten your User ID and/or password, please contact the Department of Civil Service Help Desk at 1-800-HBA-EMS1 (800-422-3671). Please be prepared to leave your name, agency information and phone number so our Help Desk personnel may call you back.

If you have questions about NYSHIP benefits, please call your processor at the EBD HBA Help Line at 518-474-2780.

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.