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**NY14-37**  
**PA14-29**  
**PE14-30**  
**PAEX14-29**  
**SEHP14-16**

**TO:** Health Benefits Administrators  
**FROM:** Employee Benefits Division  
**SUBJECT:** January 2015 *At A Glance*  
**DATE:** December 5, 2014

We are pleased to announce the publication of the January 2015 *At A Glance*. The *At A Glance* is a summary guide to Plan benefits. Encourage employees to use this guide together with their *Empire Plan Certificate*, *Certificate Amendments* and *Empire Plan Reports*.

The 2015 *Empire Plan Flexible Formulary Drug List* will be included with each of the *At A Glance* mailings (Excelsior Plan enrollees will receive the 2015 *Excelsior Plan Drug List*). The 2015 *Empire Plan Preventive Care Coverage Flyer*, a summary of current federal Patient Protection and Affordable Care Act (PPACA) coverage requirements, will be included for non-grandfathered groups only: APSU, Council 82, CSEA, DC-37, SEHP, M/C; Legislature, NYSCOPBA, NY/PE Retiree, PA Empire Plan, PA Excelsior Plan, PE, PEF, UCS, UUP. New copayment cards also will be included for the settled and unrepresented groups listed above, with the exception of SEHP and Excelsior. Please note that there are only two versions of the copayment cards for 2015: AL1347 for all settled groups except CSEA and UCS and AL1346 for CSEA and UCS.

### **Distribution**

We will mail the *At A Glance* to enrollee homes in December. The file for this mailing was pulled from NYBEAS on December 1, so any enrollee not on NYBEAS as of this date should be provided with a copy. We will send a supply equal to 1% of your agency enrollment to you for new employees or retirees. See below for specific ordering information.

We will send a separate mailing of the *Preventive Care Coverage Flyer*, *Empire Plan Flexible Formulary Drug List* or *Excelsior Formulary Drug List*, and copayment cards in one shipment to agencies.

### **Publications Available on Our Web Site: <https://www.cs.ny.gov/employee-benefits>**

Please check our web site for new publications. We generally post publications when we sign off for printing. Publications are available under Using Your Benefits.

### **Ordering Publications**

You may order additional copies of the *At A Glance* on HBA Online under Publications & Forms. This publication is included in the Quick Order packages, which are only available to order on HBA Online. (They can be mailed directly to the enrollee's home.) **Please wait until you receive your shipment of the new publications before you place an order.**

If you need help accessing HBA Online, e-mail [its.sm.esd.ags@its.ny.gov](mailto:its.sm.esd.ags@its.ny.gov). If you are unsure of how to order publications or have questions about this distribution, please call the EBD Communications Unit at 518-457-7577.