



## Department of Civil Service

ANDREW M. CUOMO  
Governor

NY15-36  
PE15-29  
PA15-25  
PAEX15-23

### MEMORANDUM

**TO:** Health Benefits Administrators  
**FROM:** Employee Benefits Division  
**SUBJECT:** December 2015 *Reporting On* publications  
**DATE:** December 21, 2015

Several December 2015 *Reporting On* publications are at the printer and will soon be available in inventory.

*Reporting on Asthma* discusses the causes and symptoms of asthma, how to avoid asthma triggers, The Empire Plan's Asthma Management Program and Home Care Advocacy Program (HCAP), types of asthma drugs and smoking cessation benefits. Please recycle any copies you have of the February 2014 version (AL1269).

*Reporting On Center of Excellence Programs* discusses The Empire Plan Centers of Excellence Programs for cancer, transplants and infertility. The Programs offer paid-in-full coverage, including a travel allowance, as well as access to a select group of providers who are recognized as leaders in their fields. Please recycle any copies you have of the January 2014 version (AL1271).

*Reporting On Smoking Cessation* explains the health risks of smoking, tips on how to quit, the e-cigarette trend and information on the smoking cessation treatments covered by The Empire Plan. Please recycle any copies you have of the February 2014 version (AL1274).

#### **Distribution**

We will send a supply of five copies of each *Reporting On* publication to agencies. We are not mailing this publication to enrollees at this time. However, *Reporting On Center of Excellence Programs* is included in the Quick Order Packages.

#### **Publications Available online: <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 *Reporting On Asthma* (AL1357), *Reporting On Center of Excellence Programs* (AL1358) and *Reporting On Smoking Cessation* (AL1362) on HBA

Online under Publications & Forms. **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 the AGS-ITS Enterprise Service Desk at [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.