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## MEMORANDUM

**TO:** Health Benefits Administrators of NYS Agencies and Participating Employers  
**FROM:** Employee Benefits Division  
**SUBJECT:** Empire Plan *Reporting On* Series  
**DATE:** September 28, 2018

We are pleased to announce the rebranded and revised *Reporting On* Series. These publications describe some of the unique programs and benefits available under The Empire Plan. They are informational handouts for new employees or enrollees who may be considering changing plans during Option Transfer.

***Reporting On Asthma (AL1627, June 2018)*** 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).

***Reporting On Centers of Excellence (AL1636, August 2018)*** describes how The Empire Plan's Centers of Excellence Program for Cancer, Transplants and Infertility can help enrollees facing medical crises.

***Reporting On Diabetes (AL1629, August 2018)*** discusses the symptoms, treatment and complications associated with type 1 and type 2 diabetes, as well as benefits available through the Home Care Advocacy Program (HCAP) and The Empire Plan's Diabetes Management Program.

***Reporting On HCAP (AL1637, September 2018)*** explains how The Empire Plan's Home Care Advocacy Program provides in-home services and supplies for enrollees when prescribed by a doctor.

***Reporting On Network Benefits\* (AL1630)*** discusses the benefits available to Empire Plan enrollees who use participating and network providers for services in the Medical/Surgical, Hospital, Mental Health and Substance Abuse and Prescription Drug Programs. *\*This publication is currently in development and will be available to order soon. Date to be announced.*

**Reporting On Prenatal Care (AL1631, September 2018)** explains the components of good prenatal care, including: pre-pregnancy planning, nutrition, postpartum depression, as well as information on The Empire Plan's Future Moms Program.

**Reporting On Prescription Drugs\* (AL1638)** discusses the Empire Plan Prescription Drug Program, including Empire Plan Medicare Rx. Specific information is included on copayment levels, mandatory generic substitution, the Flexible Formulary Drug List, Specialty Pharmacy Program and Drug Utilization Review. \* *This publication is currently in development and will be available to order soon. Date to be announced.*

**Reporting On Smoking Cessation (AL1632, August 2018)** discusses the addictive power of nicotine, conditions and diseases caused by smoking, quit strategies and information on the smoking cessation treatments covered by The Empire Plan.

### **Distribution**

In early October, we will send agencies a supply of two copies of each new *Reporting On* publication that's available in inventory. If the last two versions are not available at that time, follow-up shipments will be sent when they are ready. We are not mailing these publications to enrollees. These publications replace old versions so please recycle all previous versions.

**Publications Available on Our Website:** [www.cs.ny.gov/employee-benefits](http://www.cs.ny.gov/employee-benefits)

Please check our website 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 any publication in the *Reporting On* Series on HBA Online under Publications & Forms. Please do not place orders for versions that are not yet available.

If you need help accessing HBA Online, contact the ITS Service Desk at 844-891-1786, [fixit@its.ny.gov](mailto:fixit@its.ny.gov) or via chat at <https://chat.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.