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MEMORANDUM

TO: Health Benefits Administrators
FROM: Employee Benefits Division
SUBJECT: Reporting On Mental Health and Substance Abuse Program
DATE: October 23, 2019

We are pleased to announce a new publication in our popular *Reporting On* series:

Reporting On Mental Health and Substance Abuse Program (AL1709, October 2019)

The *Reporting On* series of 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. The newest addition to the series, *Reporting On Mental Health and Substance Abuse Program*, describes the benefits of choosing to receive mental health and substance use care from a network provider or at a network facility.

Distribution

We will include *Reporting On Mental Health and Substance Program* as an insert in the October 2019 *Empire Plan Reports*, which will be mailed to enrollees' homes. We will also send agencies two copies of the publication as a separate shipment.

Publications Available on Our Website: 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 *Reporting On Mental Health and Substance Abuse Program* on HBA Online under Publications & Forms. **Please wait until you receive your shipment to order additional copies.** If you need help accessing HBA Online, contact the ITS Service Desk at 844-891-1786, 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.