



**NY22-31
SEHP22-15**

TO: New York State Health Benefits Administrators
FROM: Employee Benefits Division
SUBJECT: 2023 Option Transfer Period Webinar
DATE: November 16, 2022

The Employee Benefits Division (EBD) is pleased to announce that the 2023 Option Transfer Period will take place from December 1, 2022, through December 30, 2022. Option Transfer Period HBA webinars will be held Tuesday November 22, 2022, from 1:00 p.m. to 3:00 p.m. and Tuesday November 29, 2022, from 10:00 a.m. to 12:00 p.m.

EBD will present information on 2023 Option Transfer Period dates and deadlines, eligibility and enrollment rules for the Opt-out Program, the Pre-Tax Contribution Program (PTCP), the Productivity Enhancement Program (PEP), the Young Adult Option (YAO), and your responsibilities as a Health Benefits Administrator (HBA) during the 2023 Option Transfer Period. The information presented will be the same for each session, so HBAs only need to attend one of the sessions.

All HBAs are required to either attend a live webinar or watch a recording of one of the webinars. EBD will send out an HBA Memo once the recorded webinar session is available for you to view on HBA Online.

To register for one of the live webinars, click on the registration link below. You will be prompted to choose which session you wish to attend. Complete the required information and click 'register.' Please be careful to provide the correct e-mail when registering to ensure receipt of a confirmation e-mail.

We recommend you test your system prior to the session to be sure your current computer software supports the webinar. This test can be done by accessing the following link: <https://www.webex.com/test-meeting.html>. If you experience technical difficulty or are unable to install required software to allow you to test your system, we suggest you first contact your computer system administrator. If your computer system administrator is unable to resolve the issue, you should call the WebEx Help Center at 1-866-229-3239.

Registration Link:

[2022 Option Transfer Period Webinar – Tuesday, November 22, 2022 or Tuesday, November 29, 2022](#)