



PE 23-14
PA 23-12

MEMORANDUM

TO: Health Benefits Administrators of Participating Employers (PEs) and Participating Agencies (PAs) with The Empire Plan
FROM: Employee Benefits Division
SUBJECT: Revised Online January 1, 2022 *Empire Plan Certificate*
DATE: October 24, 2023

We are pleased to announce an update to the 2021 versions of the *Empire Plan Certificate** for active enrollees and retirees enrolled through Participating Employers and Participating Agencies. The revised *Certificates* have been updated with amendments through January 1, 2022 and will **only be available online** (on both NYSHIP Online and HBA Online).

Amendments detailing changes to The Empire Plan since publication of the 2021 *Empire Plan Certificate* are also available on NYSHIP Online and HBA Online as reference. The amendments have been incorporated into the online versions of the *Certificate* and the previous (2021) versions have been archived online for reference only.

Impact on Publication Orders

As noted above, the January 1, 2022 *Certificate* will **not** be printed or available to order at this time. Updated *Empire Plan Certificates* for both PEs and PAs with changes affecting Empire Plan coverage that took effect on July 1, 2023 are being created and will be printed and mailed to enrollees and agencies.

Until such time, the printed 2021 *Certificates* will continue to be available to order as standalone publications or as part of group Quick Order Packages. An insert will be included in each copy that notes that the most updated version of the *Certificate* is available online. A copy can be printed from the online PDF as well, if necessary.

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 project, please call the EBD Communications Unit at 518-457-7577.

* There currently is not an *Excelsior Plan Certificate* for those enrolled through Participating Agencies with the Excelsior Plan. One is being created and will be available in the future.