



**SEHP24-13**

**MEMORANDUM**

**TO:** Student Employee Health Plan (SEHP) Health Benefits Administrators  
**FROM:** Employee Benefits Division  
**SUBJECT:** January 2025 *At A Glance*  
**DATE:** December 19, 2024

We are pleased to announce the publication of the January 2025 *At A Glance*. The *At A Glance* is a summary guide to SEHP Plan benefits. Encourage employees to use this guide together with their *SEHP Plan Reports*.

The mailed version of the *At A Glance* will again include several additional publications. The *2025 Empire Plan Flexible Formulary Drug List* includes the most commonly prescribed generic and brand-name drugs along with any excluded drugs with formulary alternatives. The *2025 Empire Plan Preventive Care Coverage Guide* includes a summary of current federal Patient Protection and Affordable Care Act (PPACA) coverage requirements and information on preventive versus routine or diagnostic services. Inserts containing information on *Out-of-Network Reimbursement Disclosures* related to the Emergency Medical Services and Surprise Bills law and a required Nondiscrimination Notice will also be enclosed.

**Distribution**

We will mail the *At A Glance* to enrollee homes in December. The file for this mailing was pulled from NYBEAS on December 7, 2024, so any enrollee not on NYBEAS as of this date should be provided with a copy.

**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 copies of the group-specific *At A Glances* and the other *At A Glance* inserts on HBA Online under Publications & Forms. This publication as well as the mailing inserts are included in the Quick Order packages, which are only available to order on HBA Online.

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.