

## Employee Benefit Cards

### Overview

Empire Plan Identification Cards are issued after an enrollment has been processed. The same card is used to access all health benefits. Enrollees will receive one card for Individual coverage, and two identical cards for Family coverage. In the case of Family coverage, the enrollee and up to five dependents will be listed on the card. If there are more than six family members, two cards will be issued. Additional or replacement cards can be ordered by the Health Benefits Administrator. Cards will take approximately two to three weeks to arrive by mail. On the front of the card, an alternate ID number is issued. Social Security numbers are no longer used. This alternate ID number is the enrollee's identification number related to their Empire Plan benefits.

### Use of the Card

The card becomes valid on the date the enrollee's benefits go into effect. There is no expiration date on the card because the Enrollment System is continually updated to reflect changes in enrollment status. It is the enrollee's responsibility to notify the agency's HBA promptly if the enrollee or dependents are no longer eligible for NYSHIP coverage. If the enrollee or dependents use the card when no longer eligible for benefits, the enrollee will be responsible for paying all expenses incurred after eligibility ends. Use of the card after eligibility ends constitutes fraud.

