



**Open Enrollment Online.
New. Quick. Low Cost.
Easy.**

Go live in five days!

BENEFITS JUNCTION OE Express

If complexity and cost have kept you from moving more clients online - even though you know they would benefit - we have something new for you.

Turnkey implementation of an
enterprise-grade enrollment platform
for OE Only... for as little as \$995!

Workforce Junction will set up the system, support employees through the OE period, and deliver enrollment and payroll data at the end of Open Enrollment. All for one fixed, flat fee. No ongoing PEPM!

Set up of Benefits Junction for employee self-service enrollment

- Intuitive workflow
- Employer logo and color palette
- Plan pages with educational text and embedded videos
- Login/Enrollment instructional flyers for distribution to employees
- Up to ten plans of any type, with the exception of age-banded medical plans

Admin user access during Open Enrollment

- Open Enrollment Tracking
- Send reminder messages from the system
- 'Employee view' to assist employees with enrolment
- Print completed enrolment PDFs and mail them to employees after close of OE

Workforce Junction deliverables after closing Open Enrollment

- Complete eligibility file for all plans with details of all members enrolled
- Payroll deduction file, with per pay cycle contribution by plan
- Pending Evidence of Insurability (EOI) report
- Beneficiary report, for plans with Beneficiary Designation
- Emergency contact information
- Employee information - employee and dependent demographics, home address, personal email, and cell phone number.

Call center support options

- Technical support
- Assisted enrolment
- Benefits explanation

It takes only 10
minutes to get
started.

Call or email now.

(925) 956-0306
express@workforce
junction.com

Why Implement a Benefits Administration System?

Administrative Efficiency for HR

Time Savings

HR Staff can save time spent on Open Enrollment processes.

Remove Paper

Eliminate paper from the annual enrollment process.

Employee Self-Service

Employees complete benefit elections online, on their own time when convenient for them. Less HR oversight required.

Benefit Communication

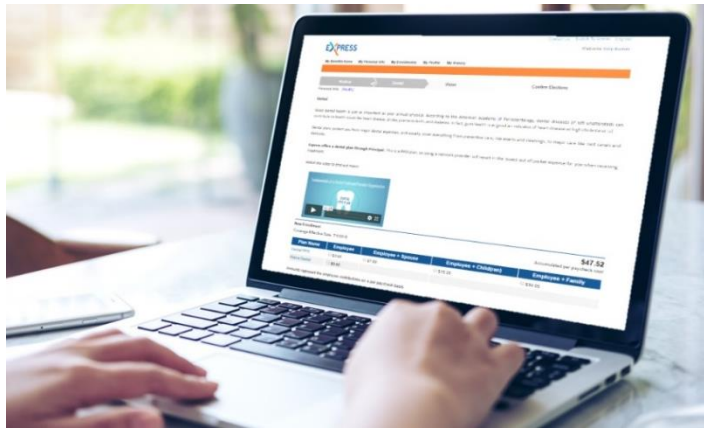
Educational videos, plan comparison, helpful links, definitions, notifications, and directions, embedded within the enrollment site will reduce phone calls and questions to HR.

Data Accuracy

Manual and/or duplicate data entry is eliminated via payroll, HRIS, and insurance carrier integrations.

Broker Access

Increased access to employee information for the Advisor to streamline servicing - without coming to HR for information.



Compliance

Data Accuracy = Reduced Errors

Employee is responsible for entering their own information, steered by built-in compliance and business rules.

Secure and Encrypted

Paper, physical files, scanned documents in local computer folders, emails and spreadsheets are not secure and do not ensure PHI is handled in compliance with HIPAA regulations. An encrypted Benefits Administration system ensures that employee DOB's, SSN's, uploaded documents, etc. are protected, stored, and transmitted securely.

History Logs

All activity tracked in the system, giving employers an audit trail of employee data displaying past enrollments, waivers, eligibility, offers of coverage, etc. traced back to each individual employee's record.

ACA Reporting

Streamlined and automated ACA reporting ensuring all IRS reports are accurate.

Employee Experience

Meeting Requirements of a New Generation

Millennials, the largest generation group in the workforce today, expect technology and are used to "instant."

Enhanced Employer Value Perception

System that is uniquely branded to the company gives the employer a 'big company' employee portal without the expense of a custom employee web site.

Benefit Education

Step-by-step workflows guide employees through various communications (videos, explanations, instructions), to better understand their benefits.

Time Savings

Employees enter demographic information once. Their information then flows directly to multiple insurance carriers based on their elections.

Self-Service Access

Employees complete benefit election online, on their own time; they complete their elections when it's most convenient.

Spouse & Dependent Access

All plan members, not just employees, have access to the same benefit information and communications.

Hard Cost Savings

Cost of Paper and Printing

Eliminates the need for printing benefit guides, enrollment packets, applications and plan summary documents.

Ineligible Employees

A rules-based system with built-in policies and eligibility rules reduces the risk of covering those who are not eligible. Streamlined system reporting to aid eligibility audits.

Carrier Invoice Reconciliation

The benefits administration system becomes the employee system of record for enrollments, allowing employers to self-bill or easily reconcile carrier invoices.

Advisor Efficiency

Access to Employee Data

Group census, eligibility, employee contact information, etc. are instantly accessible the Advisor.

Streamlined Enrollment

Reduces effort on enrollment guides, printing, contribution calculation, benefit explanation, and various other servicing processes associated with Open Enrollment.

Increased Communications

Educational videos, helpful links, policy explanation, email notifications, and call center capabilities reduce the employer and employee questions.

No Paper = Reduced Errors

Removes the need for deciphering employee applications or going back and forth for missing information.

Easier Administration = More Products

A benefits administration system eases the back-end administration for HR, making it easier to add ancillary, supplemental, and voluntary products to their benefit program.



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JUNCTION