

Personalized Letter Example



Your ABC Company

Prepared for Tom Smith

VIRTUAL OPEN ENROLLMENT

Starts November 9th

Here's What You Need to Know

Dear Tom,

In just a few days you'll have the opportunity to enroll in your healthcare and benefits.

Remember, you only need to re-enroll if you wish to change your elections from this current year.

To help you make an informed decision, here are your current elections:

Medical Plan: High Deductible Plan
Enrolled: Your family is enrolled with you
Current Per Pay Deduction: \$117.00
Per Pay Deduction after 1/1/21: \$137.00

Dental Plan
Enrolled: Your spouse is enrolled with you
Current Per Pay Deduction: \$18.99
Per Pay Deduction after 1/1/21: \$20.30

Vision Plan
Enrolled: You are not enrolled
Current Per Pay Deduction: N/A
Per Pay Deduction after 1/1/21: N/A

Your Current HSA Per Pay Contribution: \$25.00
(as of 10/2/20)



Flyer Example



STARTS
JUNE 20

OPEN ENROLLMENT

2022 HEALTHCARE AND BENEFITS

Highlights

- You only need to enroll if you want to make changes
- NEW - Money-saving program and prescription plan
- Expanded wellness benefit
- Lacher onsite



DETAILS

01

REVIEW YOUR CURRENT ELECTIONS

You only need to enroll if you are making changes to your medical, dental, or vision plans, or if you are enrolling for the first time. Your insurance coverage will simply roll over to the new plan year.

02

NEW MONEY-SAVING PROGRAM AND RX PLAN

Money-saving program: We're excited to introduce the KISx Card benefit! This is a free program that allows you to receive many medical procedures (up to 400!) at no cost.

New prescription provider: Your prescription benefits will be managed by SmithRx. If you are enrolled in an ABC medical plan, you will receive a new medical ID card with SmithRx indicated.

03

EXPANDED WELLNESS BENEFIT

This year, covered spouses can participate in the Passport to Health wellness program and earn a \$500 AMEX gift card! Also, we are increasing your wellness discount to \$12.50 per pay. This means if you participate this year in the wellness program, you could save up to \$650 next year on your medical insurance! See our benefits website for details: abcbenefits.com

04

LACHER WILL BE ONSITE

Our healthcare and benefits partners, Lacher, will be onsite on **June 20** to answer any questions you have about Open Enrollment. Scan the QR code below to learn more.

For more information visit abcbenefits.com

