



Stay Connected with **BenefitLink!**

Access your new benefits on the go! Get the latest Sample Company benefits updates, reminders, important contacts and wellness tools on the BenefitLink mobile app. Available for Android and iPhone users.

Username: Sample Company

Password: EXAMPLEPASSWORD

Review your new benefits coverage on the BenefitLink app or online at www.examplesite.com.



1234 Ross St.
Dallas, TX 12345



SAMPLE COMPANY **BENEFITS TOOLKIT**

Tips & Resources to Get the Care You Need



WELCOME TO SAMPLE COMPANY!

Use the resources below to help make your transition to the Sample Company's benefits plans as smooth as possible.



GET ORGANIZED

ASSESS YOUR CURRENT HEALTH NEEDS SO YOU KNOW WHAT STEPS TO TAKE. CONSIDER THE FOLLOWING:

- Do you need to find a new doctor covered under the BlueCross BlueShield of Texas network?
- Do you have a medical procedure already scheduled or are you in the middle of prenatal care treatments?
- Have you been pre-authorized for a special program like home healthcare or hospice?
- Do you or your dependents have orthodontic braces?
- Have you been ordering your prescriptions through the mail?

BUILD A PLAN

TAKE NOTE OF THESE IMPORTANT DETAILS BEFORE YOU TAKE ACTION:

- The COBSTX network offers a large pool of providers to choose from. The online member portal and BVA can help you find one near you.
- Sample Company recommends shifting any scheduled medical procedures to COBSTX providers.
 - Not able to change your procedure? Sample Company's Plan will pay 80% of the Medicare fee schedule, but you may be responsible for the balance.
 - Sample Company's Plan will only cover these procedures for 90 days after March 1.
 - Since Kaiser is a "point-of-service" plan, and you are no longer covered, they may refuse service for procedures scheduled March 1 or later.
- Pre-authorization for any specialty care should automatically transfer. BVA can help you confirm.
- For orthodontic treatments, you'll need to let your orthodontist know you've had a change in insurance. A claim for your treatment will need to be sent to Delta Dental once you receive your new ID card.
 - Monthly payments for orthodontia will be prorated based on the cost and remaining months of treatment as of your effective date of coverage under the Sample Company Standard Plan.
- When it's time to re-order your meds, transfer the prescription to CVS Pharmacy.

GET GOING

USE THE CONTACT INFORMATION BELOW TO GET STARTED:

- Call a COBSTX Benefits Value Advisor (BVA) at **888-123-4567** to:
 - Ask questions about your Medical coverage
 - Locate an in-network provider
 - Ensure that pre-authentication for specialty care has carried over
 - Confirm that existing 2018 claims have been applied to your new deductible
- Contact Delta Dental at **800-123-4567** or **www.deltadentalva.com** to:
 - Check the status of an orthodontics claim
 - Find an in-network dentist
- Call CVS Health at **800-123-4567** or **www.cvs.com** to:
 - Transfer your prescription
 - Order a refill
 - Find a local pharmacy

Call the Sample Company Benefits Center at **800-123-4567** for questions about compensation and other benefits, or to discuss any special circumstances not noted here.