

Employee Benefits Strategic Services Overview

BENEFIT PLAN DESIGN & CONSULTING

We partner with you to analyze your existing benefit programs, identifying opportunities for strategic enhancement. Our data-driven approach, including **benchmark analysis** and **actuarial services**, ensures your plan is competitive and aligned with your business objectives. We specialize in designing customized plans—covering everything from health, dental, and vision to life and disability and more —while exploring various funding methods, including self-funding feasibility. We also provide strategic consulting on alternative health solutions and executive benefits, and we conduct ongoing claims utilization reviews to proactively manage risk throughout the plan year.

- Analyzing current benefits programs and identifying areas for improvement
- Benchmark analysis
- Actuarial Services
- Pharmacy Benefit Management Analysis
- Developing customized Benefit plan designs (health, dental, vision, life, disability, etc.) aligned with client objectives and budget
- Evaluating various plan options, including multiple funding methods.
- Designing employee cost-sharing strategies.
- Discuss strategies for alternative health insurance solutions and executive benefits.
- Review claims utilization throughout plan year to identify areas necessitating risk mitigation.

FINANCIAL MANAGEMENT & ANALYSIS

Our financial expertise is dedicated to helping you optimize your benefit costs. We provide a thorough analysis of your current expenses to pinpoint cost-saving opportunities and develop effective budgeting and funding strategies. Our services include comprehensive financial modeling and forecasting to help you anticipate future benefit expenses and make informed decisions that protect your bottom line.

- Analyzing current benefit costs and identifying cost-saving opportunities.
- Developing budgeting and funding strategies (e.g., self-funding feasibility analysis).
- Providing financial modeling and forecasting of benefit expenses

VENDOR MANAGEMENT & PROCUREMENT

Navigating the benefits market can be complex, and we simplify the process for you. We manage the entire **Request for Proposal (RFP)** process, from identifying and evaluating potential carriers and third-party administrators (TPAs) to analyzing their responses. Our team leverages its industry relationships and expertise to **negotiate with carriers** on your behalf, ensuring you secure the most favorable rates and terms for your benefit programs.

- Identifying and evaluating potential insurance carriers, third-party administrators (TPAs), and other benefits vendors.
- Managing the request for proposal (RFP) process.
- Analyzing carrier responses, plans, and costs.
- Negotiating with carriers on behalf of the client.

BENEFIT ADMINISTRATION SUPPORT

We offer comprehensive support to streamline your benefits administration. While we don't handle day-to-day enrollment changes, we provide the strategic support you need to simplify processes. This includes developing enrollment strategies, such as on-site meetings, webinars, and call centers, to enhance the employee enrollment experience during open enrollment and throughout the year. We also provide dedicated support for **billing, claims resolution**, and employee inquiries.

- Assisting with the implementation and ongoing administration of benefit plans, excluding day-to-day processing of enrollment changes
- Developing enrollment strategies to simplify the employee enrollment process during open enrollment and throughout the year (on-site meetings, webinars, call centers).
- Providing support for billing, claims resolution and employee inquiries. Negotiating with carriers on behalf of the client.
- Developing enrollment strategies to simplify the employee enrollment process during open enrollment and throughout the year (on-site meetings, webinars, call centers)

COMPLIANCE & REGULATORY GUIDANCE

Staying compliant with complex benefits regulations is a full-time job. We act as your compliance partner, providing expert guidance on federal, state, and local regulations such as the **ACA, ERISA, and COBRA**. We assist in the development of compliant plan documents, including **Summary Plan Descriptions (SPDs)**, and prepare necessary reports like **Form 5500**. Our proactive approach keeps you informed of legislative changes and their potential impact on your business.

- Providing Expertise on federal, state, and local employee benefits regulations (e.g. ACA, ERISA, COBRA)
- Assisting with the development of compliant plan documents (SPDs, etc.) and reporting (e.g., Form 5500)
- Keeping clients updated on legislative changes and their impact
- Providing support for billing, claims resolution and employee inquiries. Negotiating with carriers on behalf of the client.
- Developing enrollment strategies to simplify the employee enrollment process during open enrollment and throughout the year (on-site meetings, webinars, call centers)

TECHNOLOGY & TOOLS

We provide access to powerful technology platforms and online tools to modernize and simplify your benefits administration, enrollment, and communication. We support the implementation of these platforms and use advanced **data and analytics** to help you develop more effective benefit strategies. Additionally, we grant you access to a robust, interactive HR and compliance resource library and an **HR Hotline** through our partnership with Keystone Risk Management.

- Outlining any technology platforms or online tools provided to assist with benefit administration, enrollment, and communication Providing employee communication materials (summaries, guides, presentations).
- Supporting the implementation of technology platforms
- Review how data and analytics are used to assist in the development of benefit strategies.
- Providing access to a robust, interactive, HR and compliance resources.
- HR Hotline access granted through Keystone Risk Management