

Manual Benefits Enrollment vs. eflexConnect Employee Self-Service Enrollment

A Step-by-Step Comparison



Old Paper-Based Process

9 Steps

HR Manager

1. Prepare and distributes paper benefits documents
2. Fields questions from employees
3. Collects paper forms
4. "Scrubs" forms
5. Enters demographic information
6. Faxes forms to carriers
7. Distributes provider directories and plan documents
8. Manually generates benefit reports
9. Corrects errors and performs additional administration

Employee:

- Digs through stack of benefits documents to find information
- Calls HR staff to ask questions
- Fills out paper forms

eflex/connect

2 Steps

HR Manager

1. Directs employees to eflexConnect-powered service enrollment Website
2. Generates online standard and customer reports

Employee:

- Enters demographic information
- Views side-by-side benefit plan comparisons
- Easily accesses answers to all benefit questions
- Enrolls in benefits online

eflexConnect:

- Electronically transmits election data to carriers and payroll/HRIS/ERP systems
- Provides online access to provider directories and plan documents
- Generates a confirmation statement for each employee
- Answers subsequent benefits questions online

Result: Savings of more than **\$15 per employee per month** in reduced administrative costs and more accurate insurance premiums and claims payments*

**not to mention the positive environmental impact of reduced paper consumption!*