Relph Benefit Advisors

AN ALERA GROUP COMPANY

2017 Guidelines for Taking the Benefits Benchmarking Survey

Before beginning the survey, you will need the following information available:

1) General information on how many employees you have, what industry you are in, etc.
2) General information about what types of benefit plans you offer
3) Medical plan information (plan type, funding type, # of participants, cost increase (%), deductibles, coinsurance, premiums/contributions, office visit copays, out-of-pocket maximum, Rx deductible/coinsurance or copays, etc.)
4) Consumer driven health plan information
5) Dental plan information (plan type, funding type, # of participants, cost increase (%), deductible, annual maximum, preventative/basic/major/ortho coinsurance, premiums/contributions, etc.)
6) The Affordable Care Act (ACA) opinions
7) Life & Disability plan information (basic/supplemental/dependent life, AD&D, LTD base/buy-up, STD)
8) Time Off information (sick/vacation/personal/PTO, leaves of absence days/pay)
9) Wellness and disease management program information
10) Cost control strategies used
11) Retirement plan information (types of plans, vesting schedules, etc.)
12) Additional benefits you provide your employees

2. For new participants: Open the survey site and create a new account by entering your Organization Name, Email Address, Password, and Confirm Password information in the boxes below the label, NEVER TAKEN THE SURVEY? Sign up for a New Account. Once your account is established, you will be able to login and enter the 2017 survey and have ongoing access to your survey if you need to finish/modify your responses at a later time. Please note that all e-mail addresses within the survey database are unique and are necessary in order for respondents to save and view responses at a later time. We do not use e-mail addresses for any other purpose.

Additional tips:

If you would like to print a copy of the survey questions before beginning, you can find a link to a PDF of the survey on the first page after logging in. If you would like a copy of your responses, email ohw.marketing@milliman.com or call 402.393.9400. If some questions do not apply to your situation or you are unable to find an answer, just leave them blank. The more answers you provide, the more accurate and powerful our analysis will be for you. We estimate the entry process will take about 30-60 minutes. Do NOT type ($) dollar signs, (%) percent signs, or (,) commas while entering data. If your company's benefits do not exactly fit the survey parameters, please complete the questions as best you can with the format that is given.

Any Questions or Comments can be directed to: Barb Cote at Relph benefit Advisors, bcote@relph.net or call 585-248-8720.