

App Setup Checklist

Use this checklist to consider the information you want to feature in your eBenefits app...

Benefits Information Sections

Benefits

Welcome - PDF
Full Benefit Guide - PDF
Open Enrollment
 Enrollment Process - PDF
 Eligibility - PDF
 Enroll Online - Link to Web

Medical

Medical Overview - PDF
Medical Summary - PDF
Find a Doctor - Link to Web
Prescription Information
Supplemental Information

Dental

Dental Plan Overview - PDF
Find a Dentist - Link to Web

Vision

Vision Plan Overview - PDF
Contact Vision Provider - Link to Web

Income Protection

Life and AD&D - PDF
Disability - PDF
HSA - PDF
Retirement - PDF
FSA - PDF

Wellness

Health & Wellness Info
Health & Wellness Coach
Click to call Health Coach

Quicklinks Section

Contact Plan Admin

Please supply full name, email, and phone number for contact.

Benefits Contacts

This is a list of all contacts found throughout the benefit guide and any other contact you would like to give quick access to.

My ID Cards

Employees can upload digital versions of their ID cards for quick access.

National Day Calendar

Calendar included in every app that includes nationally celebrated days.

Next Steps

Email all benefits information PDF files to **production@benefitsapp.com**

Follow FTP directions to send secure census data.

Send high resolution logo file to **production@benefitsapp.com**

Work with your engagement manager to see which features will benefit your company, and customize your eBenefits app to be exactly what you need.