



## Employers' "Hidden" Benefit Administration Costs

Employers are often faced with "hidden" benefit administrative costs, such as the need to reconcile multiple bills from multiple benefit providers, manage employee changes, collect and remit premiums, etc.

What's really needed is a "hassle-free" benefits billing program that doesn't create additional work for the Human Resources or Payroll Department. The answer is a simple and innovative premium administration system that enables the consolidation of all employee benefits onto one platform, lets deductions be made through a single payroll slot, and allows premiums to be remitted in a single transaction. This solution will help eliminate inefficiencies, improve processing times, and make your clients' administrative lives easier.

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**This one-of-a-kind system  
greatly simplifies the  
payroll deduction process**

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## Key Advantages of Online Premium Administration

- Quicker, more efficient transactions, at a fraction of the cost of "paper-based" methods.
- There are no bills and payments to be delivered, delayed, or lost, and no paperwork to process or file.
- Present and historical billing and payment information is instantly available.

## Traditional Billing Services

If online billing doesn't fit with the client's culture or capabilities we offer a paper bill that contains a fast-response feedback section for payment adjustments. All paper bills are sent out well in advance of the billing frequency period, which provides sufficient time to make any necessary changes prior to submitting payment. Even when paying via a paper mode, clients can still check on payment status, verify coverage amounts, and view other account information online. Clients simply submit payments via a supplied return envelope. Once payment is received, premiums are quickly reconciled, broken out, and remitted to the respective benefit providers.

Employee benefits management poses a unique challenge for employers. They need to provide a comprehensive benefits package that attracts and retains quality employees, yet must maintain a profitable business—a difficult task given rising benefit costs and complex product types.

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## Consolidated Billing® and Remittance

Our unique Consolidated Billing® and remittance system allows multiple products from multiple carriers to be billed and paid for through one payroll deduction slot, on one bill—online! This one-of-a-kind system greatly simplifies the payroll deduction process and reduces payroll staff time, making it easier for clients to embrace additional programs, and enhance employee choices.

Paylogix® puts fully web-enabled and traditional billing, premium remittance, and account management processes to work quickly and efficiently. We provide a variety of billing, collection, reconciliation, remittance, and account management services, all available via our secure online server, 24/7.

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**Consolidation of all  
employee benefits onto  
one platform**

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Paylogix®

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## Online Billing Made Simple

To be effective at billing administration, you need to manage the whole process, not just the pieces. To help meet this challenge, Paylogix<sup>®</sup> supplies a custom, private-labeled web portal that can be used, among other things, to:

- ◆ Modify bill entries (additions, deletions, terminations, etc.)
- ◆ View and update account data
- ◆ Set up, modify or terminate accounts
- ◆ Generate custom-defined reports
- ◆ Exchange info with Paylogix<sup>®</sup> via a HIPAA compliant secure environment
- ◆ Provide a “click and chat” interface to our administrative staff
- ◆ Monitor bill-paying activities

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**Personalized Sum-ER-EE<sup>®</sup>**  
benefit statements underscore  
for each employee the  
“hidden paycheck” value of the  
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## Benefit Communication

Your clients spend a lot of time and money providing competitive benefits for their employees. Employers want to make sure their staff understands and appreciates the value of those programs! The Paylogix<sup>®</sup> billing system includes a real-time online benefits communication program. Personalized Sum-ER-EE<sup>®</sup> benefit statements underscore for each employee the “hidden paycheck” value of the benefits provided, as well as enable easy links to Summary Plan Documents, Provider Network Directories, etc. Enhanced understanding and improved benefit usage leads to greater employee appreciation and may even aid employee retention.

## Additional Services:

- ◆ COBRA administration
- ◆ Online document imaging and forms management
- ◆ 403 (b) and 457 qualified plan self-compliance module
- ◆ Section 125 FSA and cafeteria plan services
- ◆ ACH/EFT collection and payment
- ◆ Multi-tier agent commission tracking and payment

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## Bottom Line: Relief From Administrative Hassles

Outsourcing premium administration saves time and money, and by simplifying the billing and administrative process, we allow employers—and producers—to focus their energies on other strategic initiatives. At Paylogix<sup>®</sup>, we’re committed to providing unique solutions to meet complex premium management needs, whatever they might be.

For more information on how we can help give your clients a premium advantage, please visit our website, [www.paylogix.com](http://www.paylogix.com), e-mail us at [info@paylogix.com](mailto:info@paylogix.com) or call the number below.

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