

Top 10 Advantages of Online Benefit Administration

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Administrator Log In

1. SAVE TIME: Streamline your IBBP benefit administration processes:

- ✓ Simplify communication: no need for fax confirmations, no email/phone tag questioning legibility on forms, online forms are complete – no missing information
- ✓ Enrollment approved within 5 business days = quicker issuance of ID cards
- ✓ Create prefilled Certificate of Credible Coverage also known as a HIPAA Certificate
- ✓ Simplify updating employee salaries: new feature - upload a spreadsheet
- ✓ Plan Administrators can make changes for employees
- ✓ Customized benefit information shortens time searching for information on the website

2. FLEXIBILITY: Access to your *customized* employer benefit information 24/7

- ✓ Section 105, Section 125, Health and Dental, and Life and Disability Administrative manuals
- ✓ Health and Dental Summary Plan Descriptions
- ✓ Enrollment Guides
- ✓ Benefit Presentations
- ✓ Certificates of Group Term Life and Disability Coverage

3. Manage your Section 105 HRA Plan

- ✓ Employer reports
- ✓ Weekly email notification of payments

4. Manage your Section 125 Flexible Spending Account Plan

- ✓ Employer reports
- ✓ Weekly email notification of payments
- ✓ Year end online enrollment and reporting

5. SECURITY: Ask a question through secure channels

- ✓ Secure email allows you to send Personal Health Information (PHI) to IBIS Billing Dept.

6. SAVE MONEY: Lower IBBP administrative costs = no increase in service fees to you

Employee Self Service Log In

7. FLEXIBILITY: Access to *customized* benefit information 24/7

- ✓ Summary Plan Descriptions
- ✓ Health Plan Enrollment Guide
- ✓ Downloadable Group Term Life and Disability Certificates specific to the employee
- ✓ Benefit Presentations

8. EMPOWERMENT: Employee can make changes

9. SAVE A TREE: Receive 105 and 125 Advantage Plan EOBs online

10. ACCESS to Section 125 information

- ✓ Section 125 account balances
- ✓ Medical Flex Spending Account Expense Table

Administrator Access: Call Iowa Bankers at **1 800-258-1415, option 2** to complete an **Online Access Form**
After Administrator Approval:

Employee Access: Temporary user name = employee last name followed by the last 2 digits of birth year
Temporary password = last 4 digits of employee Social Security Number