

# Billing Services

Billing participants doesn't have to be time consuming.



Our Billing Services are available to help clients reduce their billing workload. These services include **retiree billing**, the collection of **recurring premiums** from participants, and **open enrollment services**.



## Retiree Billing

Employers can offer retirees the option to continue their benefits using Billing Services to collect payments and choose to set up a payment grace period if desired. With retiree billing, EBC sends the bill to participants, collects their payments, remits the balance to the employer, and sends late notices, when necessary. Participants make payments online or through the mail.



## Recurring Premium Collection

Employers can easily collect premiums outside of payroll deductions. With recurring premium collection, employers provide EBC the recurring premium amounts for the year and the list of employees to bill and we do the rest. What can be a heavily repetitive task is reduced to adding and removing employees and providing premium updates.



## Open Enrollment

Employers can choose to use our services to send open enrollment information to participants during their open enrollment period when employees are allowed to change or add coverage(s).



## Technology Features

Billing administration is available all day, every day through the employer online account. Our online administration gives employers full transparency and includes:

- Workflows to add members
- Access to current and past invoices, frequently used forms, and communications
- Electronic file feed options
- Detailed reports



## Reporting

Our reports go **beyond** what other administrators offer and give employers the information they need in a way that's easy to understand. Our reports provide easy access to billing activity, including:

- ACA reporting
- 5500 reporting
- Enrollment status reporting
- Plan rates reporting

In the states of Arizona, California, Florida, Kentucky, Massachusetts, Montana, North Carolina, Nebraska, New York, Ohio, Rhode Island, Tennessee, Virginia, and Washington, Employee Benefits Corporation is registered under the "doing business as" (DBA) name EBC Benefits Administration Corporation. In the state of New Hampshire, Employee Benefits Corporation is registered under the DBA name Employee Benefits Administrators of WI. In the state of Vermont, Employee Benefits Corporation is registered under the DBA name EBC Benefits Administration.