



CBIZsolutions CUSTOM

If you're tired of the hassle of managing your benefits program, but don't want the high costs typically associated with customized, automated solutions, CBIZsolutions Custom, our electronic enrollment and eligibility system, is the answer.

We combine our unique knowledge as your benefits broker/consultant with an understanding of your business processes and objectives to build a custom enrollment and eligibility management system that's right for you. We streamline enrollment administration and billing processes, often rendering them paperless. And, our unique ability to create an integrated benefits management solution by combining our brokerage/consulting services with technology enables us to deliver a cost-effective, single source of data entry for all your benefits administration needs.

Our recruiters are measured, managed, and compensated based upon these two metrics, as well as on productivity and customer satisfaction, so our incentives are in total alignment with your needs.



Employees can easily view and manage their elections.

Imagine how easy benefits administration would be if all you had to do was maintain and update employee information in your current payroll and/or HRIS system...

...and CBIZsolutions Custom did the rest!

CBIZsolutions Custom will:

- manage your benefits enrollment process online and virtually paperless.
- communicate with the various vendors, including carriers and FSA and COBRA administrators.
- eliminate the need for monthly list bill reconciliations.
- enable your employees to view their benefit summaries, report change in life events, and update their demographic data online.
- provide your employees and their families with a toll free number to call for any benefit-related questions, including enrollment, claims, and more.

Added Value for Employers AND Employees

Substantial Cost Savings

The cost savings that result from choosing CBIZsolutions Custom to streamline your benefits administration are significant and come from two areas:

- Administrative efficiencies, which can amount to as much as \$100 savings per employee per year
- Significant cost savings relative to comparable custom technology solutions and services – often by as much as 60%





Choosing a medical plan – just one simple step in the enrollment process.

Single Source of Data Entry into Payroll/HRIS

New hires, terminations, change of life events, and other entries only need be communicated once. Information is then exchanged automatically with carriers, HRIS systems, payroll, Flex Plans, COBRA, GL, etc.

Paperless Enrollment

- HR does not have to collect enrollment forms.
- Elections, terminations, and changes are sent electronically to payroll, TPA/Carriers, and other service providers, including FSA and COBRA Administrators.
- Automated process results in minimal opportunity for error.

No More Premium List Bill Reconciliation

Since we manage eligibility electronically, your HR department will no longer have to manually audit list bills from each vendor.

Reporting Capabilities

With *CBIZsolutions Custom*, all election data is captured in one setting and stored in one place, so HR has easy access to reports for analysis, budgeting, and GL entry. Statistical enrollment data is instantly available. Customized reporting includes:

The Difference is Clear...

Paper Enrollment

1. **HR** enters a new hire into the payroll or HRIS system.
2. **HR** distributes enrollment materials to new hire.
3. New hire completes enrollment paperwork.
4. New hire returns paperwork to **HR**.
5. **HR** reviews for accuracy, completeness.
6. If complete, **HR** sends paperwork to all carriers.
7. If incomplete, **HR** sends paperwork back to new hire, who completes and returns to HR, who sends on to carrier or back to new hire if information is still incomplete.
8. **HR** enters payroll deductions into payroll system.
9. **HR** files new hire's enrollment forms into the personnel file.
10. Deductions appear on new hire's paycheck.

Imagine... paperwork is virtually eliminated, reconciliation worries disappear, reporting and tracking capabilities are plentiful, administrative costs are lowered, and integration with other systems is seamless. **With *CBIZsolutions Custom*, managing your benefits program just got easier.**

CBIZsolutions Custom Enrollment

1. **HR** enters a new hire into the payroll or HRIS system.
2. **CBIZsolutions Custom** receives notification of new hire via weekly payroll feeds and sends enrollment materials.
3. New hire logs on to website, reviews plan information, completes enrollment, and receives a confirmation statement.
4. **CBIZsolutions Custom** electronically sends all election information to carriers on a weekly basis.
5. **CBIZsolutions Custom** electronically sends payroll deductions to payroll system on a weekly basis.
6. Deductions appear on new hire's paycheck.

- Budgeting
- Analysis and forecasting
- Census
- Reporting that is limited only by the imagination

Fast Answers

Whether online or via CBIZ's 800 Call Center, employees and their family members get quick answers to their benefit plan questions. There's no waiting for a busy HR department to return phone calls. Benefits information, elections, and forms are always available on the website.

One Confirmation Statement for All Benefits

Employees can enroll in all benefits and receive one confirmation statement in one session.

Enables HR to Focus on Value Add Tasks

Because of the substantial amount of time *CBIZsolutions Custom* saves, your HR team will have more time to focus on tasks and projects which add value to your organization, rather than on tedious administrative work.



MULTIPLE SERVICES WITH A SINGLE FOCUS: YOUR SUCCESS

Growth and Success. Efficiency and Profitability. It's likely these goals are top priorities for your business. It's also likely that the daily distractions of financial, employee, and technology issues diminish your ability to focus on those goals.

CBIZ enables you to dedicate your time to critical business matters by providing custom solutions that help you manage your finances, employees, and technology systems.

We offer clients exceptional quality and diverse capabilities with the personal attention your business needs and deserves, all with a single focus: your success.

For more information, contact your local CBIZ Advisor or call our toll-free help line, **1-800-ASK-CBIZ** (1-800-275-2249).

NATIONAL RESOURCES; PERSONAL SERVICE

EMPLOYEE MANAGEMENT SERVICES

- GROUP HEALTH
- PAYROLL
- HUMAN CAPITAL SERVICES
- COBRA / FLEX
- RETIREMENT SERVICES
- RISK MANAGEMENT
- PROPERTY & CASUALTY INSURANCE
- WEALTH MANAGEMENT

FINANCIAL SERVICES

- ACCOUNTING & TAX
- VALUATION
- INTERNAL AUDIT
- MERGERS & ACQUISITIONS
- FINANCIAL ADVISORY
- SOX CONSULTING
- COMMERCIAL & PERSONAL INSURANCE
- FOCUSED INDUSTRY SERVICES

TECHNOLOGY SERVICES

- TECHNOLOGY CONSULTING
- SOFTWARE SOLUTIONS
- HARDWARE, NETWORKING & INFRASTRUCTURE



Your Business Just Got Easier.

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