

ANNUAL ENROLLMENT SERVICES

Since 2004, one of Hodges-Mace's core offerings has been our Annual Enrollment services. We are an industry leader in this space in which our professional Benefit Counselors conduct individual enrollment sessions with employees. These one-to-one sessions focus on helping employees better understand and appreciate their benefits, while ensuring that they make more informed buying decisions.

VERBAL COMMUNICATIONS – ONE-TO-ONE SUPPORT OF ANNUAL ENROLLMENT

- Our goal is to promote HR's key messages, whether it is reasoning behind plan changes to new wellness incentives to employer contributions, etc.
- A user-friendly customized web tool is available for employees to schedule their appointments online. This system also allows for real-time reporting for HR on who has made appointments.
- We provide counselor-guided education and enrollment sessions on the benefits of your choosing – whether that is all core and supplemental benefits, just core, just supplemental or a mix of both.



Counselors are available to go onsite to each of your facilities to meet face-to-face with employees. Depending on the scope of the enrollment, these appointment times would vary from 20-40 minutes.



Telephonic enrollment is also an option for remote employees and/or those unable to attend on-site sessions.



We understand that not all companies work 8 a.m. – 5 p.m. We have years of experience working with clients with multiple shifts. Enrollment sessions will be available at various times to be able to meet with all employees.

CUSTOM COMMUNICATIONS



Hodges-Mace provides employers with a customized benefit communications campaign, developed by our in-house communications team with expertise in graphic design, layout, content, editing and fulfillment of all client communication materials, including pre-enrollment, enrollment and post-enrollment communications.

Campaigns are created and designed based on the client's goals and objectives. All of our communications look and feel like our client's branding. Our team builds campaigns with communication materials that will resonate with the employee base. We use a variety of print and multimedia communication vehicles, including complete benefit enrollment guides, newsletters, postcards, videos, email blasts and more.

ENROLLMENT TECHNOLOGY AND DATA MANAGEMENT



- You have the choice of enrolling into your own software or H-M's enrollment platform.
 - If using H-M software, H-M will provide backend data files to your payroll and carriers.
- H-M works closely with your payroll and carriers to provide customized backend data files after the close of enrollment.
- No need to worry about providing laptops or printers for enrollment. H-M provides everything that is needed.