Health Care Reform—HealthFlex Plan Sponsor Decision Supports

Initial Population Analysis Consultation Guidelines

1. Objective
   a. Provide overview of general rules, plan sponsor considerations and impact with respect to Health Care Reform (HCR), particularly the Exchanges and market reforms in 2014
   b. Review plan sponsor-specific “population analysis” model/spreadsheet
   c. Review plan sponsor “next steps”/planning considerations

2. Expected Outcomes
   a. Increased plan sponsor knowledge and awareness of HCR/Exchanges
      1. General rules and overall potential impact
      2. Potential impact specific to their population
   b. Increased plan sponsor knowledge and awareness of Plan Sponsor Decision Support Toolkit
   c. Plan sponsor understanding of their next steps in socializing/driving decision-making within the conference/organization
   d. Increased comfort to leverage supports provided

3. Web/Video-Conference Logistics
   a. Length—2 hours
   b. Expected Plan Sponsor Attendees—limit to “core” audience; possibly including CBO/benefits support staff, treasurer, chair of Conference Board of Pensions, chair of Health Insurance Committee
   c. Agenda/Call Flow—follow Plan Sponsor Decision Support Toolkit outline, as documents build on each other and are in order aligned with above objectives
   d. Web/Video-Conference Recording—the audio portion of either vehicle will be recorded, with information provided following the meeting for post-meeting access and use

4. Plan Sponsor “Attendee” Commitments
   a. Prior to Meeting
      1. Provide 2013 employee premium information to General Board, i.e., participant portion, church or conference portion, and premium cost-share for dependent coverage
      2. Review Plan Sponsor Decision Support Toolkit—provided by General Board
      3. Review/Listen to Health Care Reform/2014 Exchanges Overview PowerPoint (with audio)—provided by the General Board
   b. Following Meeting
      1. Listen to meeting/consultation recording
      2. Conduct debrief/learning session(s) among the group
      3. Define next steps/action plan for conference/organization
      4. Distribute documents and recording information to other conference/organization leadership, as appropriate
5. **Web/Video-Conference Materials**
   a. **Plan Sponsor Decision Support Toolkit** (provided by General Board)
      1. Executive Summary and Primer
      2. Population Analysis Model (specific to plan sponsor)
      4. Planning Considerations Checklist
      5. Frequently Asked Questions (FAQs)

6. **Web/Video-Conference Requirements**
   a. **Web-Conference**
      1. General “AT&T Manager” capabilities; similar to that needed to participate in ongoing web-conferences conducted by HealthFlex

   b. **Video-Conference**
      1. If video-conferencing is an option (e.g., if capability exists within conference office or local facility that you are aware of or already utilize), then detailed requirements will be provided