

Successful Enrollment

1.	Active Enrollment - Enroll or Waiver	Waiver explains GI will not be offered in the future.
2.	Off Cycle	Focused attention on education of benefit.
3.	Implementation - HR	Creative ways to educate employees on the benefit. Communication timeline collaboration.
4.	Meeting – Leadership	Document or PowerPoint Slide for standardly scheduled meeting.
5.	Meeting - Departments	LTCS presents benefit for 20 minutes.
6.	Webinar – Employees with Calendar Invite	All employees have webinar on their calendar.
7.	PowerPoint Recording - HR	The importance of the LTC benefit.
8.	Emails – HR	4 email
9.	Emails - LTCS Platform	8 emails