

Renewing Your Benefits Program

Here are **5 STEPS** to strengthen your benefits program and keep it running smoothly:

1

REVIEW

First, make sure you are working with a Benefits Specialist you trust. Their focus isn't just on your employees but also on maintaining your bottom line. Keep in mind the renewal process starts at least 6 months prior to your benefits expiration date.



2

PLAN

Now it's time to plan out your benefits offering. A good Benefits Specialist will make suggestions based on you and your employee's needs including financial wellness and mental health.



3

CONFIRM

Once you have made your choices for the upcoming plan year, your Benefits Specialist will work closely with you to ensure communication and appropriate platforms are in place.



4

ELECT

Now it's time for the Open Enrollment period. This is when communication and meetings are rolled out to employees to select their plans for the upcoming year.



5

COMPLETE

Finally, the plans have been selected and submitted to corresponding carriers and vendors. The new program will take effect with new ID cards being issued to members.



Speak with a TSiB Benefits Specialist for your free benefits review!

contact@tsibinc.com

tsibinc.com

