Our Strategic Partnership

Your Vision + ADP TotalSource® Strategic Support = A Healthy Benefits Strategy

Throughout this Thought Leadership series, we’ve discussed four topics that are shaping the way employee benefits are selected and used:

• Changes to the health insurance ecosystem,
• Your company’s revenue and talent needs,
• The expectations of today’s healthy workforce, and
• A shifting compliance landscape.

Each one of these topics is complex, and taken together, it’s possible that they feel overwhelming.

Good news! ADP TotalSource® has developed a strategic partnership plan that incorporates these trend insights; plan and contribution benchmarking by company size, location, and industry; worksite employee selection patterns; consumer communication preferences; and much more. The plan is designed to allow you to be the expert on your business’s needs, and your ADP TotalSource Human Resource Business Partner (HRBP) to be the expert on benefits strategy development and execution. Over the next several months, we’ll walk through the steps in this plan together.

Empowering Your Business

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<tr>
<th>Step 1</th>
<th>December 2015-January 2016</th>
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<tr>
<td>We Meet for a Business &amp; Benefits Strategy Session</td>
<td>In this virtual or in-person strategic session, we’ll discuss the trends mentioned above and begin gathering information about your business’s performance and challenges in 2015, as well as your outlook for 2016 and beyond. We’ll also discuss what you can do now to prepare for the simplest, most effective Open Enrollment consultation in spring 2016. To get prepared, view the helpful CEO-to-CEO video series and the Business of Benefits video series.</td>
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<td>You Complete the Organizational Health Readiness Survey</td>
<td>Completing this short survey will only take minutes, but will dramatically improve your Open Enrollment experience! If you haven’t already, click through the invitation you received via email on December 9 and complete the survey now. Your answers will provide your ADP TotalSource HRBP with information about your company situation and benefits strategy preferences, so they can begin preparing customized recommendations. It also will help you begin thinking about these topics, so that when you meet with your HRBP to discuss selections for the 2016-2017 Plan Year, you’ll be ready to make efficient, informed decisions.</td>
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Step 3

December 2015-February 2016

Your Worksite Employees Complete the Benefits Satisfaction Survey

This worksite employee survey is a new, optional part of the 2016-2017 strategic partnership plan – available to you free of charge. If you opt in, you’ll receive survey results of your worksite employees’ responses to questions like:

- How well do you understand your benefits?
- Do you know how to use them?
- How do you prefer to learn about benefits?
- What medical plan features are most important to you? (ex., deductible, copays, premiums, etc.)
- How do you stay healthy and/or what gets in the way of being healthier?

We believe the survey will help you make benefit decisions that best fit your specific employees’ values and preferences. In addition, for some questions, we’ll be able to compare your employees’ responses to those of employees at Fortune 500® companies, allowing you to pinpoint what’s unique about your population. It’s a new level of insight, with no extra work or cost on your part. We’ll administer the survey and prepare a results report that will be discussed during your Open Enrollment consultation.

Step 4

February 2016-March 2016

We Meet for an Open Enrollment Consultation

This meeting is when our strategic preparation comes together. With information on external trends, ADP TotalSource’s data-driven insights, and your company’s own survey responses, we’ll be well-positioned to help you efficiently make benefit decisions that match your strategy, budget and unique workforce needs.

Inspiring Your Worksite Employees

Step 5

March 2016-April 2016

Your Worksite Employees Enroll

Once you’ve made your decisions, Open Enrollment is in the hands of your worksite employees. But many employees spend less than 15 minutes researching benefits during Open Enrollment,¹ and the average person’s attention span is now eight seconds shorter than that of a goldfish!² ADP TotalSource has done the research, and has a plan to reach and inspire worksite employees to give more thought to their benefit decisions.

Here’s what’s new for this year:

- **Personalized enrollment videos**—Worksite employees who opt in for ADP TotalSource’s paperless enrollment won’t have to search for their enrollment deadlines or benefit options. Instead, we’ll email them links to short, individualized videos with Open Enrollment highlights. We’ll also deliver optional email reminders before and during Open Enrollment to keep them on track.

- **MyLife@MyTotalSource**—Easy to use and dynamic, our new educational website is a way for worksite employees to learn more about their options. Employees and their spouses will gain access to resources like a Health Savings Account contribution calculator, a description of what the Legal Services Plan covers, and a tool to calculate life insurance needs. Of course, worksite employees will still be able to enroll on My TotalSource® and call the Employee Service Center for help.

- **Shorter, more inspiring Open Enrollment meetings**—We have reworked the materials for Open Enrollment meetings to make a better connection between benefit decisions and real life. We’ve found that just because employees like receiving information electronically and enrolling online, that doesn’t mean they don’t appreciate a quick summary of their choices. So, we’re listing your company’s options and costs on a handy worksheet that will be provided to you during our meeting.
Step 6  

June 2016-May 2017

Worksite Employee Plan Utilization

Once worksite employees’ elections are in, we will follow up in two ways:

1. With you—we will summarize worksite employees’ elections and the impact on your benefit contributions.

2. With worksite employees—now that employees have chosen their plans we’ll guide them on how to use them well.

We will lead worksite employees to the fantastic Health, Wealth, Life and Work tools and resources available on MyLife@MyTotalSource (our new benefits engagement website) all through the Plan Year. And, we will make sure they know where to go for help – the Employee Service Center, their carriers or other resources.

Throughout the next several months, we’ll be in touch with more information as you need it. Please be sure to keep an eye out for the Organizational Health Readiness Survey, as well as calls or emails from your ADP TotalSource HRBP. They’re available to walk you through this strategic partnership plan, so that your 2016-2017 benefits strategy is more effective for your business than ever before.

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1. 2014 Aflac Workforces Report