State Agencies

EMPLOYER BULLETIN

Employer Communication Center
(608) 264-7900, toll free 1-888-681-3952

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State Agency Health Insurance Administration Manual Revised

This *Bulletin* includes your copy of the revised *State Agency Health Insurance Administration Manual* (ET-1118, Rev. 9/2006). Materials and subchapters have been renumbered and new chapters and subchapters added. The *Manual* contains revisions and clarifications previously published in *Employer Bulletins* as well as clarifications suggested by Department of Employee Trust Funds (ETF) and other state agency employers.

Please consult the *State Agency Health Insurance Administration Manual* as a first-step resource when program questions or concerns arise. Should questions or issues relating to program administration remain after consulting the manual, contact the Employer Communication Center. Comments on this edition and/or suggestions for the next edition can also be directed to the Employer Communication Center.

We encourage you to visit our Internet site, http://etf.wi.gov, to print additional copies and/or view any or all chapters of the *State Agency Health Insurance Administration Manual*. ETF does not discriminate on the basis of disability in the provision of programs, services, or employment. If you need this printed material interpreted, published in a different form, or if you need assistance in using our services, please contact the Employer Communication Center toll free at (888) 681-3952 or locally at (608) 264-7900.

The Department of Employee Trust Funds does not discriminate on the basis of disability in the provision of programs, services or employment. If you are speech, hearing or visually impaired and need assistance, call (608) 266-0728 or TTY (608) 267-0676. We will try to find another way to get the information to you in a usable form.

The ETF EMPLOYER BULLETIN is published by the Wisconsin Department of Employee Trust Funds. There are three editions: one for all employers, one for local employers with items just for their interest, and one for state agencies. Questions should be directed to contact persons listed, or to the Division of Trust Finance & Employer Services. Call John Vincent at (608) 261-7942.

EMPLOYER AGENTS: This Bulletin may by copied for further distribution to other payroll offices, subunits or individuals who may need the information. Copies of the most recent Employer Bulletins are available on our internet site at http://etf.wi.gov.