

Dear Administrator:

On August 15, 2022, we will introduce two new updates to My Admin Portal (MAP).

#### Streamlined Termination Process

When you submit an employment termination, MAP will automatically end

- participation in group health, life, and disability benefits,
- active participation in (and contributions to) retirement plans, and
- administrator access, if applicable.

By the end of the year, diocese or group administrators will receive notification when an institution administrator under their oversight terminates employment and benefits.

#### Reports at Your Fingertips

Access to reports for managing employee benefits, billing, and institutional information will be moved to MAP, with separate reports available for Annual Enrollment. Select the “Reports” tab on the MAP menu bar to see the updated reports.

To learn more about these updates, [see this resource](#).

We will continue to add MAP self-service features to make it easier for you to manage employee benefits.

Questions? Please contact your [IBAMS Account Manager](#) or call Client Services at (866) 802-6333, Monday to Friday, 8:30 AM to 8:00 PM ET.

Sincerely,



Laurie Kazilionis  
Senior Vice President  
Integrated Benefits Account Management Services

Your IBAMS Team

Ambika Bachan, Lauri Begley, Naquan Davidson, Edith Everly, Bob Griffith, Chris Hamby, Jeff Hamilton, Angie Harris, Chipasha Kashoki, Lauren Kinard, Stokes Liles, Kirk Mason, Alyssa Moore, Lina Moneva, Zach Peterson, Alison Pollock, Jackie Quamberg, Cecilia Roberts, Tim Vanover, and Courtney Whittington

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