

## NAA Insurance Center Enrollment How it Works

Decisely, the 3<sup>rd</sup> Party Insurance Broker NAA has partnered with, is looking forward to delivering the best health insurance options they can find for NAA members and Affiliate Associations! Here's how the benefits process will work for your business:

- ***PHASE 1 - CONTACT | SUPPORT KICKOFF***  
The business owner completes the form at [www.naainsurancenter.com](http://www.naainsurancenter.com) by clicking the "Get Started" button. A Program Advisor will reach out to confirm your submitted information and talk with you to determine the best options to meet your needs.
- ***PHASE 2 - DATA COLLECTION***  
To secure your quote(s), your Program Advisor will help coordinate collecting some employee information from your team.
- ***PHASE 3 - PROPOSAL | THE QUOTE***  
A benefit proposal with rates and plans is generated for your review. Your Program Advisor will review with you the plan details and pricing, working with you to select the solution that works best for your Company.
- ***PHASE 4 - IMPLEMENTATION | PREPARATIONS***  
At this point you will be introduced to the rest of your Benefits team. They will make sure your portal is built, your account activated, and make sure you have everything you need for your employees to have a smooth and successful open enrollment.
- ***PHASE 5 - OPEN ENROLLMENT BEGINS***  
Company implementation / onboarding completes and Employee enrollment starts. Employees begin to walk through the very simple benefits enrollment process.
- ***PHASE 6 - ONGOING SUPPORT***  
With the initial setup, onboarding and open enrollment complete – your client engagement manager will provide you with support and on-going training.