

# Benefits Manager

## Manage your time and your benefits

Go to [www.fdl-life.com](http://www.fdl-life.com)



### Benefits Manager—An online solution for all customers

The Benefits Manager Web portal provides employers with a quick, convenient and secure menu of online services developed to save time by giving instant access to coverage information.

For all billing methods, the Benefits Manager portal provides the following online services:

- Reference billing and payment history and “paid through” dates
- Download employee certificates, rate grids and administrative forms; view Short-Term Disability claims history (available for select groups)

Depending on the billing method chosen, the Benefits Manager portal also provides the following online services:

- Review coverage information
- See enrollment information
- Update billing information in real time
- Generate your own billing statement

This wealth of administrative information is available online 24 hours a day, seven days a week, just by logging into Benefits Manager.

### Different organizations have different needs—We offer three billing options

#### Self-Administered Billing

The employer’s administrator maintains all employee eligibility and enrollment records. This allows the group administrator to make employee additions, employee terminations and other changes to its group insurance plan immediately. Total coverage information and premium payments are sent to us.

#### List Billing

FDL can manage enrollment additions, terminations and changes. We submit a detailed billing statement that reflects any premium changes made to the group.

#### Self Administered Web Billing

Our Web-based program allows an employer to access, update and maintain enrollment and billing online. The group administrator simply remits premium payments along with a remittance page using the tools provided in Benefits Manager.

### Fort Dearborn Life Works™ for our customers

Our responsibility to customers does not end when the contract is signed. We do what it takes to give group administrators the information and options they need to save time and money.

It’s the way Fort Dearborn Life **Works™**.