



STATE OF NEW YORK
UNIFIED COURT SYSTEM
25 BEAVER STREET
NEW YORK, NEW YORK 10004
(212) 428-2120
FAX (212) 428-2190

JONATHAN LIPPMAN
Chief Administrative Judge

ANN T. PFAU
Deputy Chief Administrative Judge

February 14, 2001

TO: All Employees

FROM: Ann Pfau *AP*

SUBJECT: Employee Benefit Information Telephone Line (888) 622-5151

I am pleased to inform you about our new automated benefits information telephone line service which is currently available to all court system personnel.

The system is designed to provide Judges and nonjudicial employees with immediate access to information regarding employee benefits and to assist you with obtaining forms and/or required documentation. Benefits information is available for all categories of employees, including represented, unrepresented and management confidential. Employees will be able to access information related to health insurance, prescription drugs, dental plans, vision care, MC line insurance and retirement information 24 hours a day, seven days a week.

You will be able to request health and dental forms, telephone listings for HMOs and union benefit funds via fax or mail. The health insurance transaction form (PS 404), the statement of dependents for health insurance form (PS 457), and the coordination of benefits form (PS 600) are also available.

I hope you find this a useful tool for accessing information regarding your benefits.

AP/tc