

# **CLIENT SERVICE CONTACTS**

Updated December 2024

## **CLIENT SERVICES TEAM**



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## **CLIENT SERVICES SUPPORT & FIELD SERVICES TEAM**



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# **IMPORTANT CONTACTS**

Updated December 2024

## EMPLOYER BENEFITS MANAGEMENT

### **Client Services**

clientservices@unitedag.org or your assigned Client Services Manager

- High priority or complex issues
- Benefit questions
- Resources or process training
- Annual renewal review
- Plan changes
- Plan documents
- Open enrollment preparation

### Enrollment

enrollment@unitedag.org or your assigned Enrollment Specialist

- Adding / terminating enrollees
- Demographic changes
- ID card requests

## Billing

billing@unitedag.org or your assigned Billing Specialist

- Monthly invoices
- Adjustment questions
- Autopayment Setup

## ENROLLED MEMBER SUPPORT

#### Member Services

#### memberservices@unitedag.org or call 800.223.4590

#### **SMS Texting Service**

English: 949.594.0788 | Spanish: 949.524.4877

- Employee assistance Pharmacy research
- Eligibility
- Prior authorization
- Provider relations
- Specialty Medications
- Balance billing

#### Service Hours: Mon-Fri 6:30am - 5:30pm | Sat 7am-3:30pm

### **Field Services**

#### fieldservices@unitedag.org

- On-site service
- Claims research
- Employee questions
- Open enrollment meetings



# **RESOURCE MATERIAL LINKS**

Updated December 2024

## **UNITEDAG GENERAL POLICY / PLAN RESOURCES**

- Enrollment Form (English)
- Enrollment Form (Spanish)
- Change Form (English / Spanish)
- <u>Quick Guide to Your Benefits</u>
- Summary Plan Description

## **UNITEDAG GUIDES & MANUALS**

- Enrollment, Eligibility & Billing Resources
- <u>Payment Portal Manual</u>
- Secure Email Guide

## UNITEDAG EMPLOYEE BENEFIT FLYERS

- Member Guide English
- Member Guide Spanish
- <u>SpringHealth Mental Health Virtual Visits</u>
- Costco No Cost Generics Flyer
- <u>Virtual Primary Care Health Wellness Clinics</u>
- Health & Wellness Center Brochure English
- Health & Wellness Center Brochure –
  Spanish
- Text a Member Services Representative

- Teladoc Telemedicine
- <u>Livongo Diabetes Management</u>
- Mexico Provider Network SAIN
- <u>Pharmacy Network Costco Health</u>
  <u>Solutions</u>