

COMMUNIQUÉ

To Group Insurance plan administrators
Plan management-

Plan management | New Resource centre for plan administrators

To better serve you and offer you greater flexibility in the day-to-day management of your plan, we recently launched the [Resource centre for plan administrators and sponsors](#). Thanks to this site, you now have access to a variety of content that will help you find answers to your questions about the day-to-day management of your group plan.

These self-service tools include:

- Video tutorials on fundamental topics such as how to create a My Client Space account, enrolment, reporting and billing.
- Frequently asked questions covering everyday administrative tasks, plan member support, how to understand the contract, and more.
- Webinar signup information for training.

The [Resource centre](#) is the ideal destination if you want find answers to your questions quickly. Check it out now and make it your new reference tool!

[Discover the new Resource centre](#)

You, as the plan administrator, have an important role to play in informing your plan members about their group insurance plan. We also look to your support to give them all explanatory and administrative documents upon enrolment or upon request. We will help you show them where they can consult this documentation if it is not available in hard copy. If you have any questions, please feel free to consult your administrator's guide or to contact your local Account Executive or Client Relationship Manager.

This communiqué and past publications are also available on our website [ia.ca](#).