

Plan Administration Made Easy

With Manage My Groups!





Small Business Benefits


Manage My Groups, an easy-to-use tool, is available to brokers on the Trustmark Small Business Benefits® website helps you securely administer your group's self-funded health benefit plan. Simply log in at TrustmarkSB.com/login.


 **Add coverage** for a member's newborn dependent

 **Waive coverage** for a member or a member's dependent


 **Order** replacement ID cards for delivery to a member's mailing address


 **Enroll** a new employee or dependent in your group's self-funded health benefit plan

 **Update** your group's business email or mailing address

 **Update** a member's email or mailing address

 **Remove coverage** for a terminated member

 **Correct** the spelling of a member's or dependent's name

 **More** great tools are available

Online Information for Employers

Encourage your groups to register on the Trustmark Small Business Benefits website to access:

- Personalized administration kit
- Important plan documents
- Online bill payment
- Manage My Group
- And more

With Manage My Groups, you also have the ability to update the Social Security numbers of employees' dependents.

Manage My Groups is available in addition to Express Connect® paperless employee enrollment.

Questions? Contact Trustmark Small Business Benefits Administration at 800.522.1246, extension 35399, or email AdministrationSB@trustmarkbenefits.com.

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Trustmark Small Business BenefitsSM
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