

# MetLife



Managing your benefits administration can strain demands on time as well as internal resources. MetLink®, our website for benefits administrators, simplifies your most important benefits tasks so you can accomplish more in less time. With immediate access to benefits records, powerful management tools and innovative technologies, you can work more efficiently and have more time to focus on other important concerns, like building your business and helping your employees.

### Control your Company's Enrollment Information

With MetLink, you can view your employee benefits information and perform real-time transactions through a single, secure, easy-to-use interface. In addition, you can manage everyday enrollment tasks with ease—reducing paperwork, phone calls and faxes.

- **Eligibility and Enrollment:** Add, change and view employee and dependent eligibility information, or terminate coverage.
- **Listing of Enrolled Employees:** Download a detailed list of covered employees by coverage dates, type, amount and status.
- **Optional E-Mail Alerts:** Advise customers to review their online bill prior to due date and/or when a bill has been produced, or notify them about the status of a disability claim.
- **Legislative and Regulatory Releases:** Provide summaries of and insights into new federal and state laws or regulations that may impact your business and benefit plans.
- **Quick Link to Online Administrative Manual:** Access information to administer their MetLife plans.

## Adding Value and Convenience at Every Stage of your Plan

### Claims

MetLife focuses on delivering quality claim service by reducing turnaround time and improving payment accuracy and productivity. With MetLink, you can submit claims online and review their status in real time at every step of the process.

### Billing

MetLink helps take the burden out of billing. The list billing feature on MetLink provides you with a simplified billing process, which allows you to view and download your monthly bill. You can also manage your bill online, change an employee's record, print an invoice to mail, and view 13 months of billing history.

**FOR MORE INFORMATION ABOUT OUR ONLINE SERVICES OR FOR A PERSONAL DEMONSTRATION OF OUR BENEFITS WEBSITES, CONTACT YOUR SALES REPRESENTATIVE.**

MetLink information applies to groups with 2-999 lives. MetLife Online Service capabilities may vary by product and may not be available to all customers. Please contact your MetLife sales representative for more information.