

Open Enrollment

Freebie Resource Kit

LeMay HR Consulting branded, editable resources for benefits education, engagement, and employee follow-through.

FREEBIE SECTION IDEAS

Benefits Basics

Open Enrollment Checklists

Mini Trainings

Scenario Games

Tips + Tricks

Before You Enroll

A little prep now prevents the last-day benefit tornado.

1 Dependents
Names, DOBs, SSNs if needed

2 Beneficiaries
Life insurance / retirement

3 Doctors + Clinics
Check network status

4 Medications
Review covered drugs and pharmacy costs

5 Login Info
Enrollment system username/password

6 Questions
Write down anything unclear

Bring: ID • dependent information • provider names • current prescriptions • questions

One-Page Benefits Clue Hunt

Prize entries: complete 8 clues = 1 entry • all 12 = 2 entries • bonus = extra entry.

1. Individual deductible: _____

2. Out-of-pocket maximum: _____

3. Coinsurance %: _____

4. One copay service: _____

5. Qualifying life event: _____

6. QLE reporting deadline: _____

7. Preventive service: _____

8. Provider search location: _____

9. Prescription cost/rule: _____

10. Company-paid benefit: _____

11. OE deadline: _____

12. When changes are allowed: _____

Bonus: Find one benefit, resource, discount, or service you did not know you had.

Benefits Bingo

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Found my deductible	Checked beneficiary	Found OOP max	Provider search	Preventive service
Coinsurance	Reviewed dependents	Rx copay	OE deadline	Employer-paid benefit
QLE example	Premium cost	FREE: Reviewed Benefits	Ask HR question	Compare plans
Found a copay	When changes allowed	Doctor in-network	New benefit found	Dental review
Vision review	HSA/FSA rule	Deductible meaning	Life insurance	Learned something new

How it works: Complete a row, column, diagonal, or all four corners. Turn in for prize entries by [Deadline].

Ready to Customize

Replace bracketed placeholders, add your company details, and publish the resources as PDFs, handouts, slides, or website freebies.

LeMay HR Consulting

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