Enrollment Assistance Request

- For clients to flow into the system at Benalytics, 'Yes' must be selected in enrollment assistance requested field.

- If you select 'No' client will not be found by Benalytics.
  - If enrollment information is provided to Benalytics verbally, and an HBU is not done to request assistance to add them to Benalytics system, they will not be included in the automated payment files.
  - An updated HBU must be completed to request enrollment assistance if no was selected during assessment process.

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- Based on the information provided in the assessment, select the appropriate enrollment request type on the services tab.
  - Benalytics will receive the client's information and the type of insurance they are requesting enrollment.
- Do not:
  - Select 'No' for enrollment assistance and tell clients to call Benalytics for assistance
  - Select 'Yes' for enrollment assistance for clients who do not qualify for or meet ACA or Medicare requirements