

# Why Benefits Administration Compliance Reviews Are Critical for Your Business

## Summary

Benefits administration compliance reviews help ensure your administration provider is in fact doing what they were hired to do—provide administration consistent with the terms of service documents and internal procedures. Embedded in this simple statement are many critical elements:

- ◆ The plan requirements – which drive all activities – are accurate and current.
- ◆ The provider’s administrative procedures are consistent with the plan and regulatory requirements, and include appropriate documentation standards, controls, oversight and quality control.
- ◆ The provider’s operational team is properly staffed, trained and supervised.

These reviews help you maximize the return on your investment in benefits and mitigate the risks associated with the administration of complex benefit programs. Benefits administration compliance reviews can be done across all types of plans—health, defined benefit and defined contribution. Our scope of services is tailored to each employer’s specific situation. Some reviews are extremely narrow, focused on a few targeted and recurring issues that have become problematic. Other employers choose to demonstrate overall due diligence or have broader scope of concern, which warrants a review of nearly all aspects of administration.

Since the inception of our business in 1997, Curcio Webb’s focus and passions have been devoted to the effective administration of all types of benefit programs. Our experience and technical acumen, combined with having an in-house benefits attorney, places us in an ideal position to conduct these reviews. Our complete independence and objectivity, and experience working with every major outsourcing provider, lead to positive outcomes for both the provider and employer.

## What Is a Benefits Administration Compliance Review?

A benefits administration compliance review is an in-depth comparison of actual plan administration delivery versus:

- ◆ Service documentation
- ◆ Provider’s procedures
- ◆ Plan documentation
- ◆ Provider communications









