



GETTING STARTED WITH CEC

NEXT STEPS

Thank you for choosing CEC! We want to ensure that you have everything you need to effectively manage your vision plan. Expect the following next steps as you get started:

Welcome to CEC Letter

Your CEC account manager will send you an introductory email containing helpful information for managing your CEC vision plan, including:

- A copy of the CEC Benefits Managers Guide
- Login information for our easy-to-use Benefits Managers Portal
- A brief training video for the portal
- Other important information

After receiving the email, please log in to the Benefits Managers Portal at www.cecvision.com to become familiar with this resource.

Member ID Cards

We will mail all enrolled employees an ID card within five days receiving enrollments. Note that only the primary member will receive an ID card and that any enrolled dependents will not be listed on the card.

If a member needs a replacement card after the initial mailing, the benefits manager or member can request a new card through the Benefits Managers Portal or the Member Portal.

Monthly Invoice Reminder

Your company has been set up with paperless billing from CEC so that you can access your monthly invoice in the most simple and efficient way. You will receive a reminder email each month when your CEC invoice is available to download on the Benefits Managers Portal. Please add invoices@cecvision.com to your address book to ensure that you receive these notifications.



VISION BENEFIT PLAN

Primary Member Name: Jane Doe

Primary Member Number: 0000

Group Name: Example Company

Providers: To obtain authorizations, go to cecvision.com or call 888-254-4290.