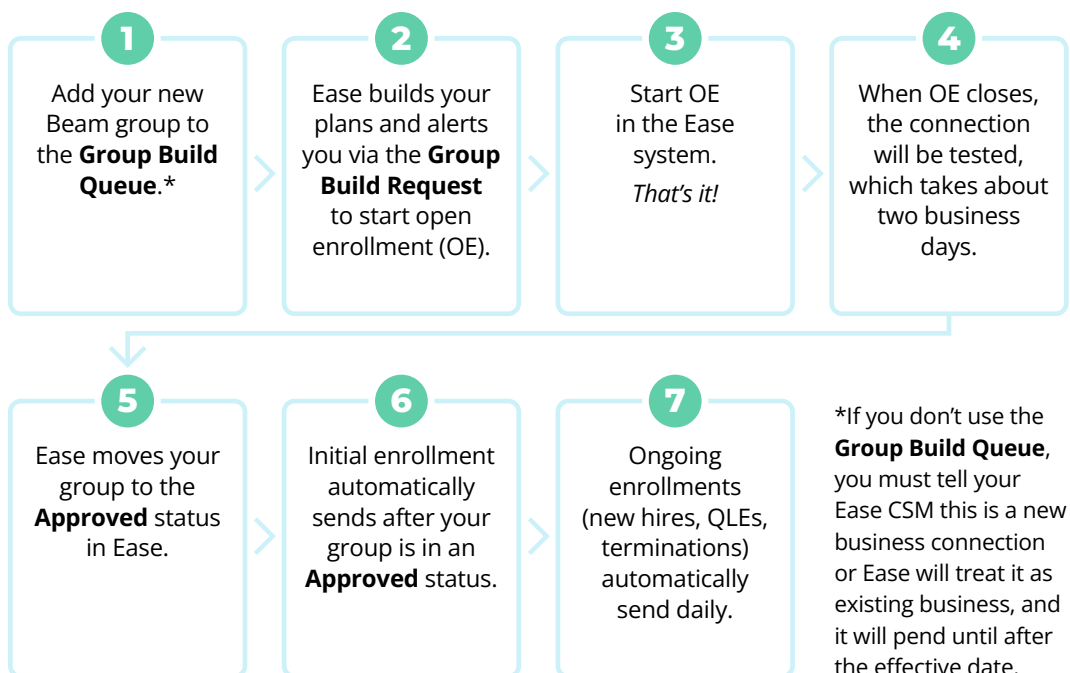


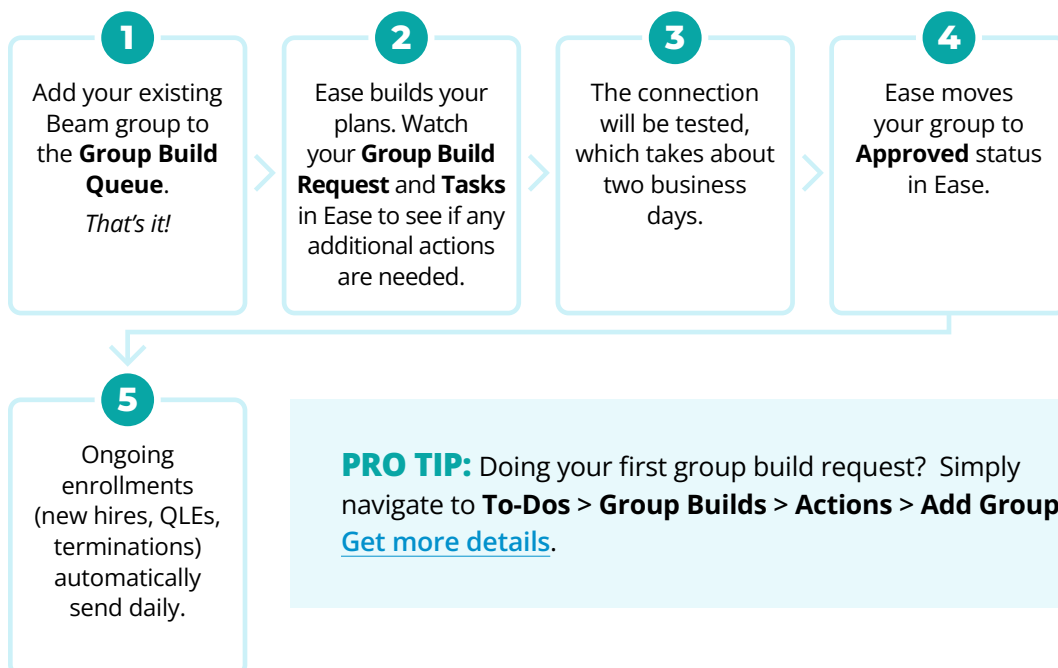
# Connecting Ease to Beam

Your path to a powerful connection.

## Starting your **NEW** business Beam connection in Ease:



## Starting your **EXISTING** Beam group connection in Ease:



**PRO TIP:** Doing your first group build request? Simply navigate to **To-Dos > Group Builds > Actions > Add Group**. [Get more details.](#)

## Already built your group's plans in Ease? No problem.

To submit your existing business connection request, use the **Ease Readiness Tool**, and go to **ToDos > Connections > Readiness**. Make sure to watch for **Tasks** as Ease audits your plans and membership during setup.

- Existing business can be connected at any time, but the connection must be fully live before OE begins or it won't be connected until after the renewal date.
- Submit existing business connection requests to the **Group Build Queue** or **Ease Readiness Tool** at least 15 days prior to the OE start date to guarantee your group will be connected in time for OE.
- If the connection isn't approved in Ease in time for OE, it's your responsibility to submit enrollments to Beam directly at [adminsupport@beambenefits.com](mailto:adminsupport@beambenefits.com).
- If you're uncertain if you will have your group connected in time for OE, contact your Ease CSM.

**PRO TIP:** To view the status of a new or existing business connection, navigate to **ToDos > Connections > Status**. Don't see your group's status? Contact your Ease CSM.

Not sure who your Ease CSM is? Navigate to **Profile > Overview** where you'll find your CSM name and email address.

## Ease + Beam

Ease will build your plans for free if you use the **Group Build** feature, saving you time and increasing your efficiency!

- Direct electronic data interchange (EDI) connection sends enrollments from Ease to Beam daily.
- Application programming interface (API) connectivity exchanges group structure and census data to make connection setup faster and easier than ever!
- Initial and ongoing enrollments can be sent through the connection.



## Questions?

Submit a support request at [help.ease.com](https://help.ease.com).

**ease**

Because benefits matter.