



Stay in the know

Aetna Funding Advantage
Weekly Newsletter



What's new?

Reminders

AFA 4th quarter and January case submission dates: Remember to get your submissions in on time! The following 4th quarter case submission deadlines for Small Group AFA apply to new business and current customers moving to AFA at renewal:

- Paper (Non-Electronic Adobe EchoSign Submissions) – must submit cases by the 20th of the month prior to your requested effective date.

For a handy guide to submission requirements, check out our Paperless Process handout on [Producer World®](#).

- Electronic Adobe EchoSign Submissions – you get an extra week to submit cases to us. If you submit the notification for electronic submissions by the 27th of the month prior to your requested effective date, we will accept the employer application up to the requested effective date. *Please note:* if you start the electronic process, but end up using paper submission, the deadline defers back to the 20th.

Review the **attached email** for more details on case submissions.

AFA training information: Don't forget, we have AFA training calls every week, on various topics, to help you better navigate AFA and answer any questions. We are all working towards a successful and productive 4th quarter, so please join us for the latest information:

Training	Date and time	RSVP
AFA/Apple Watch broker trainings	Fridays: 11:30 a.m. - 12 p.m. EST	Click here to register
Springboard Marketplace® broker trainings	Thursdays: 1 p.m. - 2 p.m. EST	Sign up at: SpringboardMarketplaceTraining@aetna.com
Springboard Marketplace plan sponsor trainings	Tuesdays: 2 p.m. - 3 p.m. EST	Sign up at: SpringboardMarketplaceTraining@aetna.com

For more information on Springboard Marketplace training, refer to the **attached email**.

SBC Search Lookup Tool: Don't forget, Small Group AFA Summaries of Benefits and Coverage (SBCs) and Plan Design Documents (PDDs) are now available on the [SBC Search Lookup Tool](#), making it easier to access these documents. They are no longer available on the AFA ProducerWorld page.

ProducerWorld registration: If you haven't already done so, be sure to register for [ProducerWorld](#). You get access to important tools and materials. Plus, it's the only way to get access to Springboard Marketplace.