



Case submission deadlines

Aetna Funding Advantage



Aetna Funding Advantage new case submission dates for 4th quarter and January

Make sure you get your submissions in on time! We're implementing the following 4th quarter new business submission deadlines for Small Group Aetna Funding Advantage (AFA):

Paper (Non-Electronic Adobe EchoSign Submissions)

We require that you submit cases by the 20th of the month prior to your requested effective date. Please include the following minimum information in your submission:

- Completed employer application
- Springboard template and defined contribution template with employee email addresses if the group is doing employee enrollment
- Signed underwritten quote
- Completed NY HCRA

- Completed Stop Loss Application
- Banking Consent form

For a handy guide to submission requirements, check out our Paperless Process handout on Producer World®. We will return cases that do not contain all submission requirements and we are unable to grant exceptions for late submissions.

Electronic Adobe EchoSign Submissions

Great news! With electronic submissions, you get an extra week to submit cases to us. So, take advantage of the extra time - 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.