

# Top 5 Tips for an Easy, Breezy Open Enrollment

1

## Review lessons learned

Take a look at last year's Open Enrollment **feedback** before the season starts.



2

## Go digital

Replace outdated processes (like paper enrollment forms).



3

## Prepare your team

Define roles and delegate tasks for each stage of Open Enrollment.



4

## Schedule check ins

Set up regular calls for questions, concerns, and status updates.



5

## Make time for you

Open Enrollment is both a sprint and a marathon. Put self-care at the top of your to-do list.

