



CAMBRIDGE

EMPLOYEE BENEFITS

Plan. Execute. Benefit.

MyWavePORTAL®



For Employee Benefits Clients

MyWave® is your pass to a dynamic world of insurance, employee benefits, and human resources tools and information. A value-added service brought to you exclusively by Cambridge Employee Benefits, MyWave puts the power of the Internet at your fingertips and provides a wealth of solutions for your daily challenges.

MyWave is an Internet-based client center that gives you and your HR Staff real-time access to Cambridge products and services. Log on and you'll find a customized homepage designed to keep you up to date on all the latest news and information that will make your job easier.

Documents on Command

When you need to resource information fast, the Documents on Command section of MyWaveHR® provides instant access to a library of downloadable articles covering a variety of topics — exactly when you need them! Articles are conveniently grouped by general category and include: Benchmark Surveys & Statistics, Compliance & Plan Designs, and Employee Communication & Education — to help you easily locate all the resources available to you. Or, use its keyword search function to find related documents.

Collaboration Center

Users can download and share documents, make updates and track a document's history through our 2-way document-posting center. Benefits include the ability to track a document's history simplifying updates to reports, worksheets, questionnaires and policies. Saves time by allowing you to manage team projects and streamline everyday work tasks.

Legislative Guides

The MyWave Legislative Guides provide overviews of federal legislation. You'll receive answers to common questions, recent news, and forms related to COBRA, HIPAA, HIPAA Privacy, FMLA, Medicare Part D and Section 125 administration.

Community

Use MyWave's Community section to share resources and information with other MyWave® users from companies of all types and sizes. With this interactive forum, you can post questions to your peers, provide insight into other users' questions, and subscribe to entire topics or individual questions to be sure you receive all the latest information.

HealthShop

With MyWave's *HealthShop*, you'll receive comprehensive online content, as well as ready-to-print newsletters and tip sheets that will educate about the importance of making health care decisions carefully. *HealthShop* covers everything from how to treat a cold or the flu at home to guidelines for making important decisions like choosing a doctor or signing an advance health care directive.

Resources

MyWaveHR's Resources provides useful links and articles to industry-related Web sites — all through the convenience of your MyWaveHR® homepage. In addition, use the helpful search function so you can promptly find all the information you are looking for, as well as any related documents from the Documents on Command section. And if you still cannot find exactly what you need, use the convenient "Contact your broker representative" help link. So many helpful resources — all at your fingertips.

Administration

MyWave® provides an area for you to add and delete users from the system.

Contact Us

Your MyWave users can contact anyone on the Cambridge Employee Benefits staff directly from MyWave.