

Our service is unparalleled. Every call is answered by a live person. You are never put into a computer system during regular business hours. Included in our service package is direct access to the owners of the company. You are given their direct dial number and cell phone number and your call is always returned by an owner within 24 hours.

BBP Admin prides itself on simple pricing. There are no additional costs or hidden fees.



EasyFSA System

BBP Admin’s EasyFSA system is an insurance carrier feed system that participants can sign up for. The system can be used to link claims to any insurance carriers. This is important as all your employees might not be on your insurance. If any of their family members is on another policy, they will also be able to link their carrier to our system for claim submission or substantiation.

Our system will do one of the following: Automatically adjudicate debit card claims and if the debit card is not used, it will complete a claim form for the employee to click a button to submit. Or the system can be set-up to just auto-submit claims directly into our system and pay out by direct deposit or paycard. Please see additional brochure for more information.

Services Included:

Direct Customer Service Representative	Key Person access to Owners
Mobile Phone App Technology to check balances and submit claims	24/7 Online Access to submit claims, get a form, and check balances
EasyFSA System Linkage to all major carriers	Plan Document & SPD
Non-Discrimination Testing	Debit Card & Manual Claim Processing
Online Enrollment System	Unlimited Online Custom Enrollment Meetings
Ability to Reimburse Provider Directly	Custom Enrollment Kits and Forms

E-mail Notifications & Communications

The reason FSA participants rave about our service is due to our customer service. Every phone call is answered by a live person during business hours and all employees can set-up online and mobile logins at no additional cost. In addition, employees are set-up to receive automatic communications about their account. Below is a list of all the communications the employee will receive:

Monthly Account Balance Statement	Account Balance Alert	Billing Address Change
Debit Card Lost or Stolen	Debit Card Mailed	Debit Card Transaction Denied
Direct Deposit Account Change	Enrollee Welcome E-mail	IRS Grace Period Reminder
Manual Claim Entered (Manual or Online)	Password Change	Plan Run out Reminder
Year End Reminder	USER ID Change	Ability to do custom employer group e-mails to entire participant list