

ACCURACY, CHECKED EARLY

Billing & Reconciliation

Carrier billing checked against enrollment data – so discrepancies are caught early, not at renewal.

Carrier billing is checked against enrollment data on an ongoing basis, so discrepancies are caught early, not at renewal. Instead of discovering a mismatch months later – after it's compounded across several billing cycles – it gets flagged and resolved close to when it actually happened.

HOW RECONCILIATION WORKS

Invoice Received	Carrier billing statement comes in on its normal cycle.
Checked Against Enrollment	Line items compared against current, active enrollment records.
Discrepancies Flagged	Mismatches identified and routed for review before payment.
Resolved & Documented	Corrections made with the carrier, with a record kept for reference.

COMMON DISCREPANCIES WE CATCH

Termed Employees Still Billed

Coverage that should have ended but is still appearing on the invoice.

Missing New Hires

Recently enrolled employees not yet reflected in carrier billing.

Coverage Tier Mismatches

Billed tier (single, family, etc.) that doesn't match actual elections.

Duplicate Enrollments

The same person billed more than once across systems or carriers.

WHAT YOU GET

- ☐ Discrepancies caught **during the plan year**, not discovered at renewal
- ☐ A **documented record** of what was found and how it was resolved
- ☐ Fewer **surprise costs** from billing that went unchecked for months
- ☐ Less manual cross-checking for your HR or finance team

Reconciliation identifies discrepancies for review. Final billing corrections are made in coordination with the carrier and employer.