

## **INSTRUCTIONS FOR THE PY 2025 NYSOH URL TEMPLATE**

All Applicants must submit the following information, via e-mail, to your NYSOH Plan Manager, by July 26, 2024.

Due to the changes made to the PY2021 SERFF templates related to the intake of URL's, NYSOH is requiring Issuers to submit their URL's in this newly created .csv spreadsheet. We will utilize the data provided in this spreadsheet to populate the URL information on our consumer facing websites. Please submit the requested URL's for ALL HIOS ID's, at the 17 digit HIOS ID level. This spreadsheet will be imported along with the SERFF templates.

Updates can be made via full file replacements. All URL's must be final, and in production, prior to Open Enrollment.

These instructions apply to both QHP and Dental\* Issuers, on both the INDIVIDUAL and SHOP markets. URL template is not required for Essential Plan issuers.

\*Dental Issuers do not have to submit the Formulary URL's.

Additional Notes:

- There can only be URL information on one tab; do not create additional tabs.
- If an Issuer is in multiple programs, i.e. Individual and SHOP, Issuers can either submit both markets on one tab, or they can submit two separate workbooks, each with URL information on a single tab.
- Off-exchange products should be excluded in your submission.