



# Meet EMMA™, The new face of enrollment data administration

Guardian's "Enrollment Mapping and Management Application" makes administering enrollment data simpler, faster and easier

Providing accurate enrollment data to your benefits carrier is a challenge you have to deal with on a regular basis. You know all too well that getting the enrollment data right for each case can be time-consuming, error-prone and frustrating, especially if you're using Excel files. These issues can often lead to needless back and forth communications with the carrier, delaying timelines and increasing the chance for inaccurate billing statements. But not anymore.

**EMMA can help you cut enrollment submissions processing time by as much as 38%<sup>1</sup>**

EMMA (Enrollment Mapping and Management Application) is a revolutionary solution that lives on Guardian Anytime. EMMA uses smart-mapping technology to help you upload, validate and submit information on multiple members at a time directly to Guardian — with no errors, no missing data and no back and forth updating information. EMMA eliminates the need for paper submissions and streamlines member eligibility.

## How EMMA works

EMMA can be used in cases of all sizes for initial enrollment, adding new coverages or additional affiliate locations, salary updates, obtaining an enrolled census, and open enrollment changes. EMMA's intuitive interface and user-friendly design enable you to:

- Determine what columns are needed on the file based on the coverage and plan design
- Map column headings from the submitted file to the Guardian census template file
- Clean data and fix formatting
- Find missing data and ask for completion
- Transmit the file to the Guardian administrative system in minutes

In addition, using EMMA may qualify your case for expedited implementation and booklets in as little as three days post enrollment submission to Guardian.



**Simple** – Easy-to-follow, step-by-step instructions

**Fast** – Reduces enrollment submission time by as much as 38%<sup>1</sup>

**Efficient** – Uploads files in minutes, instead of days

**Secure** – Sensitive data is protected

**Contact your Guardian Group sales representative to learn more.**

The Guardian Life Insurance  
Company of America

[guardianlife.com](http://guardianlife.com)

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