

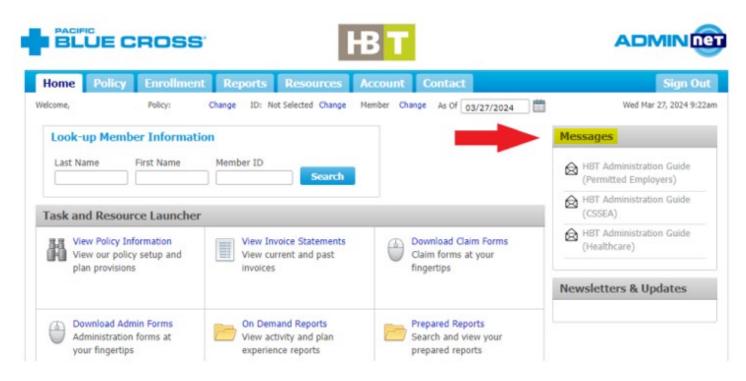
March 28, 2024

UPDATED HBT ADMINISTRATION GUIDE

HBT Administration Guide Version 6.0 (March 2024) has been updated and split into 3 versions to better accommodate the needs of our Employers in different sectors. All references and provisions pertaining to other sectors have been removed from the respective version.

The revised HBT Administration Guide is now available on Pacific Blue Cross' (PBC) website. It replaces the HBT Administration Guide Version 5.0 (July 2023).

The placement of the Administration Guide on Pacific Blue Cross' (PBC) website has been updated. To locate the HBT Administration Guide relevant to your division, you can now access it within the 'Messages' tab on PBC's ADMINnet, as below:



Please disregard previous versions of the HBT Administration Guide and use Version 6.0 going forward.

We have included a list of the changes for Version 6.0 in the Appendix of the HBT Administration Guide.

Please forward this document to all departments within your organizations that may require and rely on this information.

Questions

If you have any questions, please contact your designated Benefits Administrator or <u>BenefitsTeam@hbt.ca</u> or 604-736-2087; Toll-free at 1-888-736-2087.