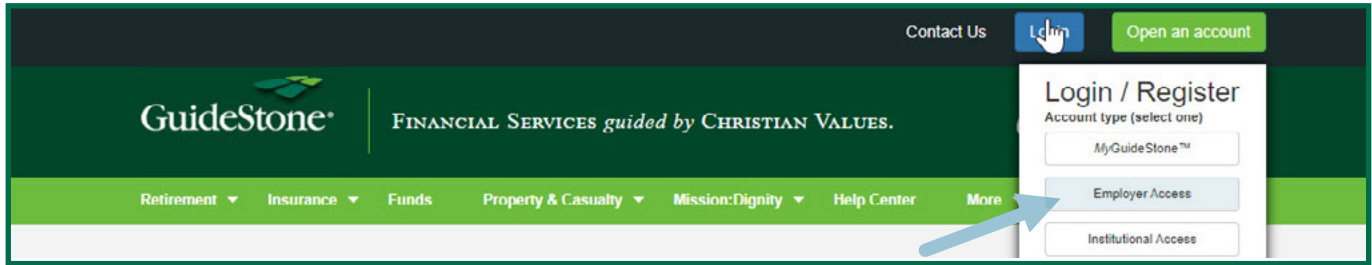


GuideStone's Medical+Minute

GuideStone Medical Minute is a free monthly email newsletter offering wellness and health plan usage advice designed to encourage your team to pursue both physical and fiscal health. With your permission, we'll send this valuable communication to the employees enrolled in your medical plan. To get started, simply follow the instructions below.

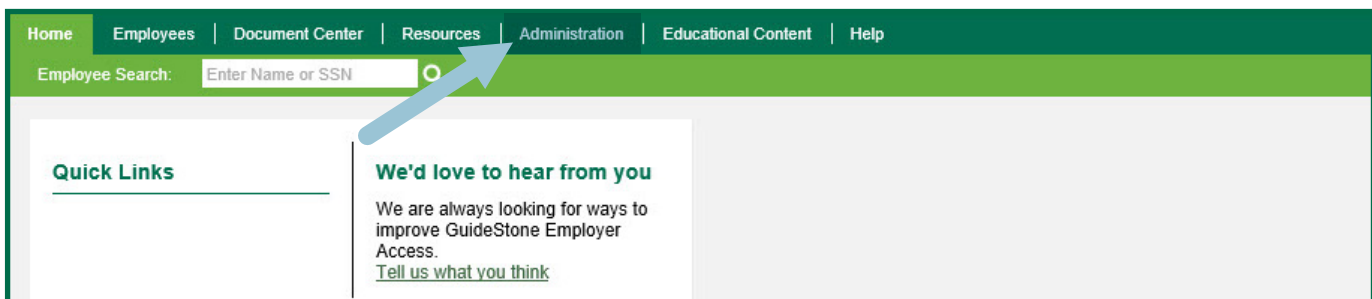
1

Visit [GuideStone.org](https://www.GuideStone.org) and launch [GuideStone Employer Access® Program](#).



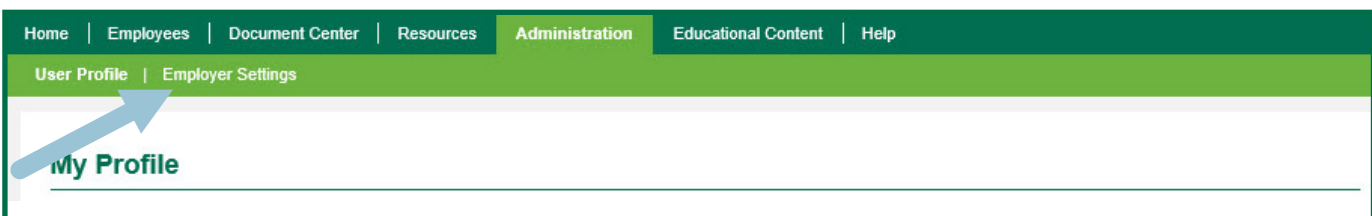
2

Click on the "Administration" tab.



3

Choose "Employer Settings".



4

Review the *Medical Minute* opt-in language and click on "Opt In".

Home | Employees | Retirement | Insurance | Document Center | Reporting | Resources | Administration | Help

User Profile | Employer Access Security | Report Security | Employer Settings

Employer Settings

Insurance Delivery Preferences

Billing Statements eDelivery U.S. Mail

Medical Minute Monthly Email

To help employees understand and better utilize their health plan, GuideStone, with your permission, will speak directly to your employees via a monthly email, Medical Minute. This educational email will be brief and focus on a tool, benefit or wellness article to help employees make the most of their health coverage. These monthly communications will include announcements of new benefits and updates about their existing plan. Topics may include how to access preventive care, earning cash back with Vitals SmartShopper, linking their health care with their coverage with MyCare Navigator, or accessing coverage when traveling internationally with Blue Cross Blue Shield Global Core.

Opt In Opt Out

By opting in, you agree to permit GuideStone® to communicate directly with your employees for the purpose of sharing educational resources and explaining benefits available to them through your insurance products and services. Your employees will have the option to opt out of these communications.

GuideStone Employees are required to read the Medical Minute disclaimer to an active EAP Administrator before enabling.

Save

Click "Save".

5

Home | Employees | Retirement | Insurance | Document Center | Reporting | Resources | Administration | Help

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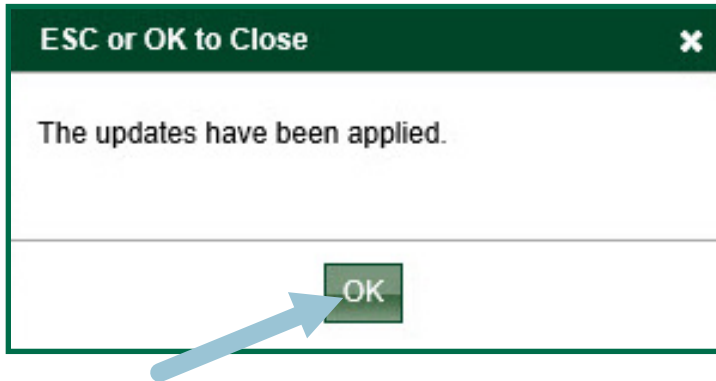
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Save

Check for the **notification** that your update has been applied.



Congratulations!

Your employees are now subscribed to *GuideStone Medical Minute*.

We will deliver *Medical Minute* to every member of your team who is enrolled in your GuideStone® medical plan and has a valid email address on file, so please double-check your team members' email addresses in the "Employees" tab in Employer Access.