

A GUIDE FOR BENEFITS SOFTWARE, BEN-ADMIN PLATFORMS, AND HR SOLUTIONS

Account structure mapping made simple

Easily categorize employees and plans to ensure smooth onboarding and accurate billing and enrollments.

- ✓ Streamline billing and invoicing with automatic placement into the right categories, bill groups, or classes
- ✓ Connect groups to Noyo quickly and ensure that enrollments are processed correctly
- ✓ Use Noyo's tool and say goodbye to spreadsheet libraries and custom code for mapping

“ **This tool makes mapping really easy, even if you don't understand all the carrier codes.**
– Sabrina Comins, Director of Data Processing, Decisely

About the group structure mapping experience

To get a group fully connected to Noyo and ensure accurate enrollments, billing, and invoicing, the platform must define how groups and employees fit into the carrier's classifications. There are two options for transmitting mapping information to Noyo.

Option 1:

Platforms can use their own workflows for mapping and transmit the outputs to Noyo in the `carrier_config` block of each member request. The specific format of the `carrier_config` information, such as required strings and their expected values, is included in the carrier spec.

A sample `carrier_config` block may look like this:

```
{
  "group_id": "df92c7cc-fb4e-4455-9819-49ffe25b3697",
  "carrier_id": "8747d443-c86e-4439-8605-e9a2cedaa49a",
  "configuration": {
    "policy_number": "099012",
    "group_classes": [
      {
        "class_number": "01",
        "class_description": "ALL ELIGIBLE EMPLOYEES"
      }
    ],
    "group_divisions": [
      {
        "division_number": "00001",
        "division_name": "MAIN OFFICE"
      }
    ],
  },
}
```

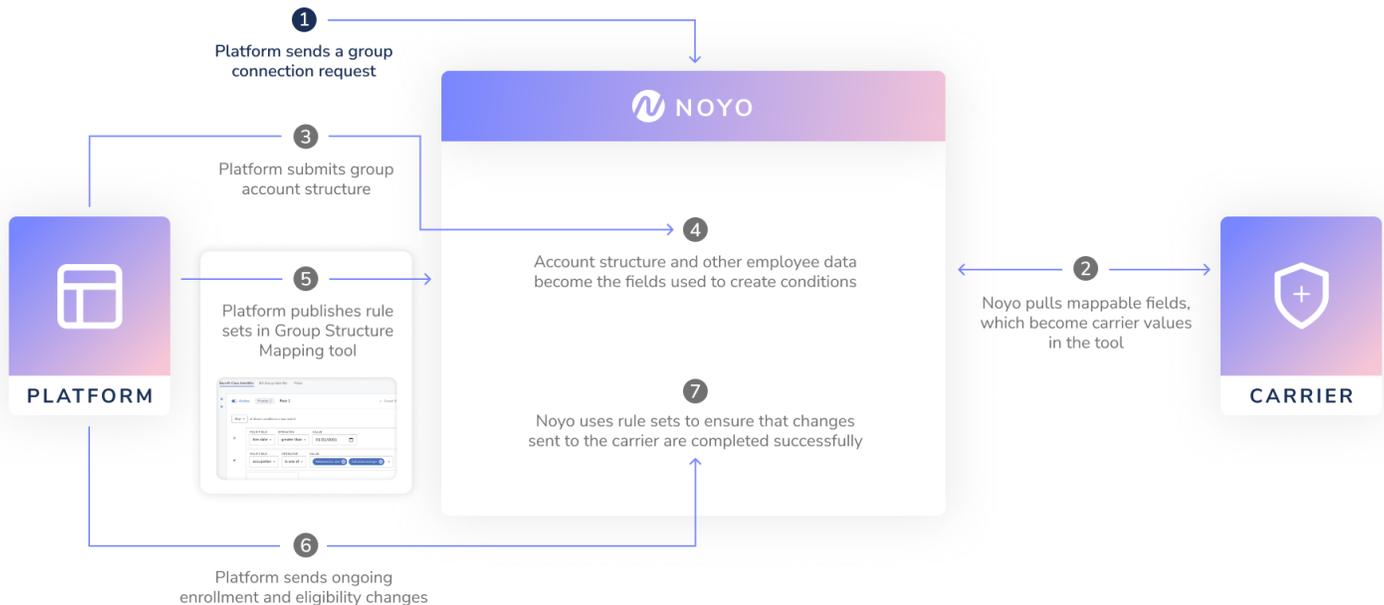
Option 2:

The Noyo Group Structure Mapping tool can be used to simplify the process of group structure and plan name mapping and eliminate the need for including outputs with each member request. The following steps explain how to use the tool.

Note: that the Group Structure Mapping tool is currently in beta and available with select Sync carriers.



Using the Group Structure Mapping tool



Step 1: Platforms send a group connection request

Use `POST https://fulfillment.noyo.com/api/v1/group_connections` to [set up a Noyo connection](#) for a group that is already installed at the carrier. If a group is not yet installed with the carrier, follow the [Group Installation workflow](#) first.

[Learn more about installing groups >](#) [Learn more about connecting groups >](#)

Step 2: Noyo retrieves the carrier's mappable fields

Noyo pulls the carrier's mappable fields, which are the categories and options configured for the group in the carrier's system, into the Group Structure Mapping tool so that benefits platforms do not have to submit them.

Step 3: Platforms send Noyo their account structure information

Use `POST /api/v1/groups/:group_id/platform_account_structures` to [submit your account structure](#) field names, the potential values for each field, and the plans available to the group. These fields will populate the tool and enable you to build rules. By default, Noyo assumes that your account structure will include `occupation`, `hire_date`, and `state` fields, so those can be sent with empty values.

If your account structure includes additional fields beyond the defaults (for instance, `BranchName`), you'll need to tag employees with the correct values for each field using the `classifications` object in a [demographic change member request](#).



Step 4: Noyo populates the Group Structure Mapping tool with submitted data

In the Noyo dashboard, navigate to Managed Groups > Requested to access the mapping interface for a given group. The option for mapping will appear for groups that have been authorized but are not fully connected.

Step 5: Platforms create and publish rules in the Group Structure Mapping tool

Create rules using the submitted account structure and plan information. Rules are not live until they have been reviewed and published by the user.

Step 6 and 7: Platform manages the group's enrollments through Noyo

Now you can send enrollment changes using your own view of the group structure and plans without having to store and send unique IDs from Noyo or the carrier. You can also send demographic changes to update the employee classifications if they change over time. Noyo will determine if a change impacts eligibility or coverage options and will alert you via a Reconciliation issue if so.

For more in-depth information about mapping and the Group Structure Mapping tool, please reach out to your Customer Success Manager for the Mapping Launch Kit.