

# Production:

## 4 – 5 Week Production Process

- Dedicated PM
- Not everything has to be ready Day 1

## Responsibilities

- HR Team for verbiage on site pages
- USI for carrier documents & charts
- Omega for site production

## Edits & Updates Included

- Covers entire Plan Year
- 2-Day Turnaround

## Site Analytics

- Emailed monthly to client & broker

## OE Refresh Upon Renewal

- 2-week turnaround

