

August 30, 2021

To: Benefit Administrators / Human Resource Personnel

From: Shiona Buckshaw
Support Services Manager, Employee Benefits

Re: 2021 Employer Education Days (for Organizations Who Do Not Subscribe to 3sHealth Payroll Services) on September 28, 2021 in Regina and September 29, 2021 in Saskatoon

3sHealth Employee Benefits is excited to host Employer Education days in Regina and Saskatoon.

This October, 3sHealth Employee Benefits, along with the Saskatchewan health system, will be transitioning to a new administration system. As a result, a number of processes that you currently use to send and receive information from 3sHealth will be changing.

The purpose of this Education Day is to share the new processes for you. This will be an important day of information sharing and training so we encourage you to attend. The Agenda will include:

- Premium and Contribution Remittances
- Monthly Information Return
- Reporting
- Employee Welcome Package
- Eligibility and Enrolment
- New Forms (New Hire Notification, Employer Changing Information)
- Other employee benefit plan information

The Education Days will be held at the following locations:

Regina: Tuesday, September 28, 2021 9:00 a.m. to 3:30 p.m.

Ramada Plaza Hotel, [1818 Victoria Avenue](#)

Saskatoon: Wednesday, September 29, 2021 9:00 a.m. to 3:30 p.m.

Saskatoon Inn, [2002 Airport Drive](#)

To register for Education Day in Regina or Saskatoon, please use the link below to access the on-line registration form:

<https://www.3shealth.ca/employer-education-day-registration>

- Once you click on the above link, a new window will open up.
 - **For best results please launch this window using Chrome or Edge, not Internet Explorer**
- Enter your name, email, phone number, title, and organization.
- Select if you will be attending in Regina or Saskatoon.
- List any dietary restrictions you may have.
- Click the “Submit” button.

Complimentary lunch, snacks, and beverages will be provided throughout the day.

Please be assured that all public health orders will be strictly adhered to. We encourage you to wear your mask.

We look forward to you joining us for the Education Day!

If you have any questions regarding this bulletin, please contact our Benefit Services Team at 1.866.278.2301 or ebp@3shealth.ca