**Email to send to your IT department**

*HR teams! Please share the details below with someone in your IT team. Adding these domains to your allow list will ensure employees receive our communications and have an excellent experience using Decision Doc. This is a critical step in your implementation setup, so please let us know if you have any questions!*

Subject: Important Request – Network Restrictions

Dear xx,

This year we’re offering Decision Doc, a decision support tool powered by MyHealthMath, to help employees choose the right health plan. To ensure a seamless experience, we have been requested to take the following steps:

1. Please add MyHealthMath’s email service provider, Mailchimp, to our allow list.
	1. Specifically, we’ll need you to change the configuration of the receiving email server to accept mail from Mailchimp's delivery IP addresses. Please see the ranges below.
		1. 205.201.128.0/20
		2. 198.2.128.0/18
		3. 148.105.0.0/16
	2. We’ll need to allow list all Mailchimp IP addresses on our domain. For additional instructions, please click here: <https://www.mailchimp.com/about/ips/>.
	3. For reference, emails will come from communications@myhealthmath.com, if you can allow delivery of this email.
2. Please add these additional domains to our allow list:
	1. <https://myhealthmath.com>
	2. <https://dd.myhealthmath.com>
	3. <https://mhm-prod-dd-api.azurewebsites.net> (note, this link will be inactive right now, but it’s what will connect the backend to the front-end experience for users)

Please let me know if you have any questions, or you can connect with Megan and Heather on the MyHealthMath Team (hrogers@myhealthmath.com and msullivan@myhealthmath.com).