

System Enhancement Summary: 07/19/08 Release

Issue Date: June 24, 2008

Audience: HR Offices

Release Item	Description
<p>A-10 #10 411 Interface and Data Warehouse Table</p>	<p>On July 21, 2008, the nightly update of work contact information from People First to the 411 Online Telephone Directory will be implemented. The People First information will overlay the existing information in the 411 application once the automatic update starts.</p> <p>A new view (Employee_411 View) will be available for reporting purposes. This view will contain the employee work contact information, which is the same information that will be used to populate the 411 Online Telephone Directory each night.</p>
<p>A-10 #11 411 Screen Changes Necessary for Accurate 411 Data</p>	<p>The following fields will be modified to provide accurate work contact information from the People First system to the 411 Online Telephone Directory:</p> <ul style="list-style-type: none"> • “Omit from 411 Directory” field will be removed from the Personal Info screen and Data Warehouse. • “Phone Number” field will be renamed to “411 – Phone Number” on Work Location Address screen and Data Warehouse. • “Suncom” number will be removed from the Work Location Address screen and Data Warehouse. • “Extension” will be renamed to “411 – Phone Number Extension” on the Work Location Address screen and Data Warehouse. • “Pager Number” will be renamed to “Alternate Phone Number” on the Work Location Address screen and Data Warehouse. • “Pager ID” will be renamed to “Alternate Phone Number Extension” on the Work Location Address screen and Data Warehouse. <p>Refer to GC 136 issued on 06/04/08 for more information.</p>

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<p>A-10 #60 Security Indicators on Employee and Position Records</p>	<p>The following enhancements are being implemented to ensure that employee security (privacy) indicators are handled correctly and protected employee data does not display in 411:</p> <ul style="list-style-type: none"> • Once an employee is flagged (check box) as “Sworn/Certified,” “Confidential Employee,” “Exempt Record,” or Protected Identity” on the Personal Info screen, the check box(es) will remain active, regardless of employee movement. If the employee separates or retires and is later rehired, the check box(es) will automatically be reactivated when completing the hire action (i.e., PAR). <ul style="list-style-type: none"> ○ Only A, H and S role codes have the ability to check the security boxes (indicators). ○ Only S role codes can remove (uncheck) the “Confidential Employee” and “Sworn/Certified” indicators. ○ Only A, H and S roles can remove (uncheck) the “Exempt Record” and “Protected Identity” indicators. ○ If an employee has multiple employee IDs (e.g., Dual Hire), the indicator(s) will be copied across all employee records, both active and terminated. ○ The security indicators can be checked or unchecked while executing an action (i.e., PAR) or through direct entry on the Personal Info screen. • If the “Confidential Indicator” (Position Attributes screen) or “Sworn/Certified” (Additional Attributes screen) check box is active on the position record, the box(es) will automatically be checked (Personal Info screen) when an employee is appointed into the position. • Employees that have an active “Exempt Record” and/or “Protected Identity” checkbox will not be shown in 411. <p>Refer to GC 136 issued on 06/04/08 for more information.</p>
<p>A-10 #23 Prohibit Online Enrollment in Medicare Coverage Unless Correct Age</p>	<p>Prohibit online enrollment into Medicare coverage levels by retirees and their dependents who are less than age 65. Retirees in this age group must submit their Medicare ID card before enrolling in Medicare I, II or III. The Service Center will enroll these retirees in the appropriate coverage level once the Medicare card is received.</p>
<p>A-10 #26 Add New Medicare fields to Include in the PPO and RX Enrollment Files</p>	<p>Changes are being made to the Caremark and Blue Cross subscriber and dependent eligibility files to capture the Medicare Claim Number and the Medicare Part D Coordination of Benefits (COB) effective date and end date. In addition, these fields will be displayed within the “Documentation Required Detail” and “Dependent Information Detail” screens.</p>
<p>A-10 #27 HIC Number is not Available</p>	<p>This enhancement will allow the HIC Number to be entered in the People First system. The HIC number will be sent to the Data Warehouse and will be included on insurance interface files.</p>

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<p>A-10 #31 End Dates in Data Warehouse</p>	<p>The following enhancements are being made to views to ensure that valid data is presented in the Data Warehouse:</p> <ul style="list-style-type: none"> • Certification Active - This view will be renamed to Certification View. It will display current and historical certification for an employee. • Drivers License Active – The data in this view will be truncated and reloaded from People First. Agencies should enter the driver’s license information without dashes into the front-end of People First. • Recurring Pay Additive – A new view will be created to ensure that pay additive end dates will match the data stored in People First. • Position Active View – A new field will be added to this view. It is the FLSA work week. This will allow agencies to accurately identify the work week of their employees.
<p>A-10 #32 Timesheet Extract</p>	<p>The timesheet extract will include logic to send only one active record per work date for an employee in the Timesheet Active views within the Data Warehouse.</p>
<p>A-10 #34 E-mail Address</p>	<p>The “E-mail Address” and “Don’t Publish E-mail” indicator fields will be available in three additional views within the Data Warehouse.</p> <p>Refer to SE 24 issued on 06/06/08 for additional information.</p>
<p>A-10 #44 Correct Tuition Waiver View</p>	<p>The Tuition Waiver Active view will be renamed Tuition Waiver. It will display current and historical tuition waiver data for an employee.</p>
<p>A-10 #114 Service Awards – External Report</p>	<p>A new external report will be available for agencies. It provides a listing of employees whose five-year service increment has been reached during the requested time period. The information contained on the report reflects state service (note agency service).</p>
<p>Increase the Career Service Annual Leave Roll-Over Cap for Department of Legal Affairs</p>	<p>Increase the Career Service Annual Leave Roll-Over Cap from 320 hours to 360 hours for Department of Legal Affairs</p>
<p>FSDB - Change School Year Effective Dates</p>	<p>Update the 2008-2009 school year dates that are used for leave accruals for the Florida School for the Deaf and the Blind.</p>
<p>Add Temporary and Mailing Addresses to the Termed Employee Menu</p>	<p>Add the Temporary Address and Mailing Address options to the Personal Information drop-down menu for terminated employees. This enhancement gives the agencies the ability to change any of the terminated employee’s addresses.</p>
<p>Fix On-Call Hours Reflected on the F0001 Overtime Rate of</p>	<p>Correctly reflect on-call hours on the payroll input file (F0001) when on-call hours for a work day are split between two timesheet rows. Currently, when on-call hours are split, only the first row of data is</p>

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Pay when On-Call is Removed from an Employee's Timesheet	captured for payroll.
Carrier (UHC, FHC and Vista) Telephone Numbers for COBRA Participants	Correct the telephone numbers for United Health Care (UHC), Florida Health Care (FHC), and Vista in the letters that are going out to COBRA participants notifying them that their coverage is ending.
Pre-Existing Insurance Waiver for PPO Plan	Populate the insurance waiver indicator on the PPO subscriber file to correctly populate based on the employee's previous state health insurance coverage.
Inbound Interface File from Caremark	Updating inbound interface file from Caremark containing the core Medicare D information (e.g., start and end dates for Medicare D).
Active Legislators Life Insurance Premiums	Update People First to reflect the increased employer life insurance contributions rate of \$32.40 for active legislators. This change is effective starting for the coverage period of 02/01/2008.
COBRA Cancellation Letter	Correct the defect that occurs when some COBRA participants that terminate coverage or whose coverage expires due to nonpayment are not sent a cancellation letter.
Update Application PDF on People First Homepage	Correct statute citation (change § 119.07 to § 119.071) in the "Exemption from Public Records Disclosure" section on the PDF State Application on the People First login page.
Correct End Dates Issue within Assigned Property Screen	Correct defect with Assigned Property screen so when a record is end dated (date collected is entered), a new (duplicate) record is not created. With this release, the record will be end dated, but will remain viewable as a history record for A and H role code users. Once the record is end dated, ONLY A and H role code users will be able to view the history for this screen.
Remove Exit Interview Screen Access	Remove the Exit Interview option from the Work Information drop-down menu and all other links within People First that launch this screen.
Remove Links to Personnel Files	Remove all links to the Personnel Files within People First.
Error Message Received When Ending Hazardous Duty Pay	Correct defect (error message) that occurs when trying to stop Hazardous Duty PAY (as well as other pay additives) when an employee is no longer eligible for the additive. Currently, if the additive is removed (unchecked) from the position, the system may not allow a PAR action to be performed to remove the additive pay from the employee.
Work Location Address	<p>Present the message "You do not have sufficient authority to perform the selected operation" when the edit button on position Work Location Address is clicked, if the role code attempting to edit the record does not have access to update the screen. This will make the screen work the same as the other screens in Org Management when the user does not have access to edit the record.</p> <p>This enhancement will also correct the defect where the campus name does not display on the Work</p>

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	Location Address screen in Org Management for state-owned buildings.
Add Employee Assistance Program (EAP) Link to Navigation Bar	<p>An “EAP” link is being added to the Navigation Bar for all system users, except benefit only participants (e.g., university employees, retirees, etc.). When the user clicks the “EAP” link, the Horizon Health EAP website will be launched.</p> <p>Refer to GC 137 issued on 06/04/08 for additional information.</p>
Planned Work Time Active	This Data Warehouse view will be removed.