

System Enhancement SE 113: Oct. 4, 2013, Release Summary

Issue Date: Sept. 30, 2013

Audience: Human Resource Offices and Benefits Staff

Release Item	Description
<p>Other Personal Services (OPS) Employees – Benefits Eligibility</p>	<p>Phase III: OPS Health and Insurance Implementation</p> <ul style="list-style-type: none"> • Updates to the PAR process for OPS appointments to gather key information required to determine if the OPS employee is eligible to enroll in the health and insurance plans. • Implementation of a measurement process to determine if the OPS employee meets eligibility requirements (e.g., working at least 30 hours per week). • Updates that trigger eligibility for OPS employees and generate the Open Enrollment event for eligible OPS employees. • Implementation of cost groupings for OPS employees to match the cost groupings for career service employees (e.g., employee contribution of \$50 for single coverage, \$180 for family coverage). • Updates that allow OPS employees to complete the Open Enrollment event. <p>Refer to communication SE 114 OPS Health Insurance Enhancements for specific information on each of the enhancements.</p>
<p>Open Enrollment – Enhancements</p>	<p>The following enhancements will be implemented to support the 2014 Plan Year Open Enrollment:</p> <p>Dependent Certification Process</p> <ul style="list-style-type: none"> • Implementation of an edit that forces employees in the spouse program to work through the service center to remove a spouse dependent. • An update to the dependent removal process (if the employee says the dependent is no longer an eligible dependent) to remove the dependent when the certification process is completed. • Implementation of an edit to prevent employees from adding a spouse under age 13. • Implementation of an edit to prevent employees from adding a grandchild to coverage if there is no dependent at least age 13 on the subscriber’s insurance plan. <p>Enrollment Summary Screen</p> <ul style="list-style-type: none"> • Present the new HMO plan or PPO plan when the employee is no longer eligible for the currently

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	<p>enrolled HMO plan.</p> <ul style="list-style-type: none"> An update to the overage dependent plan when the HMO/PPO carrier is changed for the subscriber. <p>Benefit Statements for OPS Employees</p> <ul style="list-style-type: none"> Generation of benefit statements for eligible OPS employees. Different titles to remove the medical reimbursement accounts (MRA) reference from the section titles for OPS employees. OPS employees are not eligible to participate in either medical reimbursement account plans. <ul style="list-style-type: none"> “Health Savings Account (HSA) and Limited Purpose Medical Reimbursement Account” will show “Health Savings Account (HSA)” “Medical Reimbursement and Dependent Care Reimbursement Accounts” will show “Dependent Care Reimbursement Account” <p>Benefits Confirmation Statement</p> <ul style="list-style-type: none"> Generation of the benefits confirmation statement for OPS employees who completed an enrollment. Generation of the benefits confirmation statement when the only change is that the employee was systematically mapped to a different health insurance plan due to no longer being eligible for the current HMO.
<p>Benefits Changes Report</p>	<p>The Benefits Changes Report is being updated to allow agencies to process the benefit changes report for Open Enrollment changes during the Open Enrollment period. Previously, Open Enrollment elections were not available in this report until the benefit changes were effective in January. Effective for this year, the Open Enrollment elections will be available in the report the day after the employee makes the change. If employees make changes on subsequent days, only the last change for each plan updated will be reflected in the report.</p> <p>Refer to the Benefits Changes Report instructional guide for detailed information on the report. To process the report for Open Enrollment changes, a date range of 01/01/2014 – 01/31/2014 should be used.</p>
<p>Personnel Action Request (PAR) – Enhancements</p>	<p>The following enhancements will be made to the PAR:</p> <p>PAR Reason Codes</p> <ul style="list-style-type: none"> Create new pay change and separation reason codes (e.g., separate pay change reason codes of competitive offer and added duties, separation reason code of legislative directed transfer). Remove invalid pay change reasons (e.g., pay change as a reason code will no longer be available for selection).

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	<ul style="list-style-type: none"> • Pay change reason codes will only be available to eligible employees (e.g., SES/SMS employees will not have pay additive reason codes available for selection). • Separation reason codes will only be available to eligible employees (e.g., SES/SMS employees will not have layoff available for selection). <p>EEO-Veteran Screen The screen will be required when an appointment PAR is acted upon. Employees will continue to have the ability to update the screen.</p> <p>Separation PAR</p> <ul style="list-style-type: none"> • PAR cannot be created if a future dated time entry or payout exists for the employee. When the PAR is being created and a future dated time entry or payout exists, the user will be presented with an error message and will not be able to create the PAR. Currently, the error message is presented when the user attempts to act upon separation PAR where a future dated time entry or payout exists for the employee. <ul style="list-style-type: none"> ○ Error Message: The separation action cannot be completed because the employee has a future dated time entry or leave payout. • Change the Voluntary Separation reason of “Termination Initiated – Employee” to “Other”. • Create new Involuntary Separation reason of “Legislative Directed Transfer”.
<p>Florida Police Benevolent Association (PBA) - Union Deduction Amount Changes</p>	<p>The PBA union deduction amounts for deduction codes 0658, 0680 and 0699 are changing effective Oct. 1, 2013. The new deduction amounts will be reflected in People First beginning with the 09/27/2013 – 10/10/2013 biweekly pay period and the October 2013 monthly pay period.</p>