

SR 16961 Modification to Postdoctoral Scholar Enrollment Process Final 1/25/05

Background

During the initial implementation of benefits for postdoctoral scholars, some campuses reported a problem when enrollments were processed in error for postdoctoral scholars who did not select benefits. The erroneous enrollments could not be backed out because of an unfortunate combination of edits:

- Edits existing prior to the implementation of postdoctoral scholar benefits do not allow medical, dental, and vision enrollments to be deleted; instead, they require that benefits be end dated, or that a plan code of 'XC' be used to cancel, or 'XX' be used to opt out.
- New edits for postdoctoral scholar benefits do not allow the use of 'XC' (cancel) or 'XX' (opt out) for individuals eligible for postdoctoral scholar benefits (BELI 'P').

The only correction available was to end date the enrollment on the same date as the effective date. This is an imperfect solution because the system will still reflect an enrollment of one day in the plan, and this will result in reporting on carrier files and in the consolidated billing process.

The Payroll/Personnel System (PPS) must be modified to provide a way to back out enrollments in the postdoctoral scholar benefits plans that are made in error. Three possible solutions were analyzed:

- Allow a value of 'XC' (cancel) in the medical, dental, and vision plan codes fields when the BELI is 'P'
- Allow the user to delete the medical, dental, and vision data when the BELI is 'P'
- Support a new value such as 'XE' to indicate an error correction

A decision was made that allowing a value of 'XC' would be the easiest to accomplish in a short time frame, and would also provide a solution that was most consistent with existing processing for non-postdoc enrollments.

PPS Modification

The EDB Maintenance process should be modified so that a value of 'XC' (cancel) is allowed in the current and future Medical, Dental, and Vision Plan Code fields.

Currently a value of 'XC' is not allowed in the Vision Plan Code because 'XC' is not defined as a valid value on the Data Element Table. This edit will need to be changed from a range/value edit to a consistency edit. The new edit should allow a value of 'XC' for the Vision Plan Code when the Assigned BELI is 'P'; if the BELI is not 'P', an error message should be issued. The message should have a severity of Employee Reject in batch and on-line.

The year-end process which defaults 'XC' enrollments into 'CM' medical coverage should be modified to bypass this default when the Assigned BELI is 'P'.