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SR81489

Modify PPS in support for Post Doc Benefits Enrollment in At Your Service Online

Objective:

This service request addresses PPS requirements to implement the Online Benefits Enrollment for Post Doc.

Project Type:

Modification to the EDB Daily Maintenance process in the Payroll/Personnel System to accept Post Doc enrollment transactions in the nightly update.

Requested by:

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Analyst:

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Due Date(s):

The release must be installed and the changes in effect at all locations prior to the first transactions are sent from UCOP with postdoctoral scholar enrollments as early as 01/02/2007.

1.0 Background

Currently, Post Doc benefits enrollments are manually input in the payroll system. The Benefits Offices have requested that the Online Enrollment Web Application be modified to allow Post Doc benefits enrollment. Data from the Online Enrollment Application should be automatically transmitted to the payroll system. A separate project is underway to modify the web application. In support of that effort, modifications are required in the Payroll/Personnel System.

2.0 EDB Daily Maintenance

2.1 Modify edits against employee's eligibility/BELI

Edits are performed in the EDB Maintenance daily process that updates the EDB with transactions from UCOP's web-based enrollment applications to ensure consistency between the employee's Assigned BELI and the enrollment transactions. Currently if the Assigned BELI is 'P', all enrollments will be accepted, similar to BELI of '1'. Therefore, the edits must be modified to reject specific enrollments when the BELI is 'P'.

If the employee's BELI is P, enrollments in the following benefits plan will be allowed:

- Medical Plan (P1 and P2. Edit will be performed at the Online Enrollment page. Therefore, PPS should process and accept the transaction containing Health enrollment data, and no edit for Health Plan is required.)
- Dental Plan (P3 and P4. Edit will be performed at the Online Enrollment page. Therefore, PPS should process and accept the transaction containing Dental enrollment data, and no edit for Dental Plan is required.)
- Vision Plan (P5. Edit will be performed at the Online Enrollment page. Therefore, PPS should process and accept the transaction containing Vision enrollment data, and no edit for Vision Plan is required.)
- Post Doc Disability Plan (Post Doc Disability Plan is set up as an GTN, edit should block enrollment into regular employee's supplement disability plan)
- TIP (For title code 3252 and BELI P only. Edit will be performed at the Online Enrollment page. Therefore, PPS should process and accept the X1 transaction containing TIP enrollment data, and no edit for TIP is required.)

And enrollments in the following benefits plan will be rejected:

- Legal Plan
- Employee Paid Life Insurance
- Dependent Life Insurance
- Supplemental Disability
- AD&D
- DepCare
- HCRA

The existing edit associated with the following message should reject enrollments into legal, employee paid life insurance, AD&D, dependent life insurance, supplemental disability, depcare, and hcra when the assigned BELI is 'P':

1) 13-019 LEGAL ENROLLMENT BLOCKED DUE TO BELI INELIGIBILITY

- 2) 13-021 EMPLOYEE PAID LIFE ENROLLMENT BLOCKED DUE TO BELI INELIGIBILITY
- 3) 13-022 AD&D ENROLLMENT BLOCKED DUE TO BELI INELIGIBILITY
- 4) 13-023 DEPENDENT LIFE ENROLLMENT BLOCKED DUE TO BELI INELIGIBILITY
- 5) 13-024 DEPCARE ENROLLMENT BLOCKED DUE TO BELI INELIGIBILITY
- 6) 13-064 HCRA ENROLLMENT BLOCKED DUE TO BELI INELIGIBILITY
- 7) 13-020 EPD ENROLLMENT BLOCKED DUE TO BELI INELIGIBILITY

2.2 Modify edits to accept new transactions for Post Doc Supplement Disability

The edit should also be modified to accept the following additional transactions:

X1 transaction for 6635G – PSBP Sup Dis

X1 transaction for 7635E – PSBP Sup Dis Effective Date

2.3 Other edits

- 1) The existing edit associated with message 13-055 EMPLOYEE ID NOT ON EDB, ALL ERB and IVR ACTIVITY REJECTED, should reject the New Post Doc data transaction as well. The transaction format should be displayed on the error report along with any other rejected transactions for the employee.
- 2) Postdoc Medical, Dental and Vision will be processed via HE, DP and VP transaction, NO programming changes will be required, because existing record layout associated with Medical, Dental and Vision enrollment already exist.
- 3) Postdoc TIP enrollment will be processed via X1 transaction, NO programming changes will be required, because an existing X1 record layout associated with TIP enrollment already exists.

Tax Savings on Insurance Premiums (TIP) Enrollment Transaction Format:

| Start | End | Length | Contents | Notes |
|-------|-----|--------|---------------------|---|
| 1 | 2 | 2 | Literal 'X1' | Constant |
| 3 | 3 | 1 | Blank | Constant |
| 4 | 12 | 9 | Employee ID | 9 numeric |
| 13 | 18 | 6 | Action Date | MMDDYY (date the selection is made, not effective date) Used by the batch process to sequence transactions. |
| 19 | 23 | 5 | TIP Indicator | 02998 Data element number and check digit for TIP Indicator |
| 24 | 24 | 1 | TIP Indicator Value | Y – Participate in the TIP plan N – Decline participation in the TIP plan Tax Savings on Insurance Premiums Indicator |
| 25 | 93 | 69 | Blank | Constant |
| 94 | 102 | 9 | Employee SSN | 9 numeric (for reference only) |

Employee Paid Disability Enrollment Transaction Format:

| Start | End | Length | Contents | Notes |
|-------|-----|--------|------------------|--|
| 1 | 2 | 2 | Literal 'X1' | Constant |
| 3 | 3 | 1 | Blank | Constant |
| 4 | 12 | 9 | Employee ID | 9 numeric |
| 13 | 18 | 6 | Action Date | MMDDYY (date the selection is made, not effective date) Used by the batch process to sequence transactions. |
| 19 | 23 | 5 | Data Element #1 | 6635G PSBP Sup Dis (635 is the GTN for PSBP Sup Dis) |
| 24 | 30 | 7 | Element Value #1 | 9999999 (GTN deduction amount, example \$123.00 would be entered as '0012300') |
| 31 | 35 | 5 | Data Element #2 | 7635E (PSBP Sup Dis Effective Date) |
| 36 | 41 | 6 | Element Value #2 | MMDDYY (the effective date for PSBP Supp Dis is the date the selection is made) |
| 42 | 93 | 52 | Blank | Constant |
| 94 | 102 | 20 | Employee SSN | 9 numeric |