

The Information in this document will guide you on accessing your benefit and dependent information.

You'll learn about:

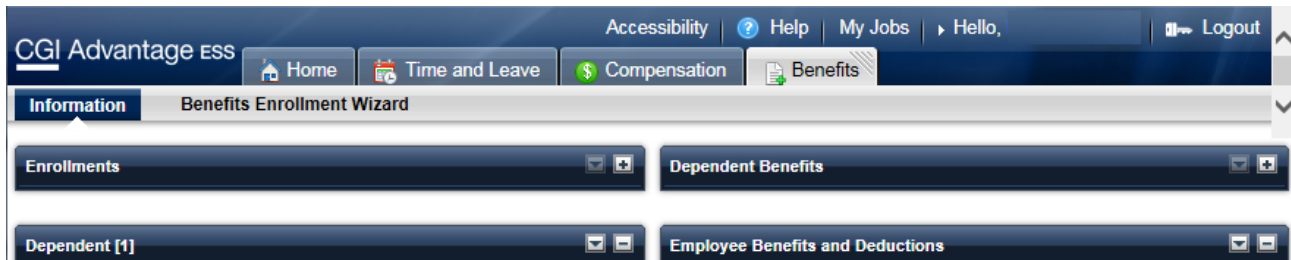
- My Benefits
 - Current Enrollments
 - Future Enrollments
 - Past Enrollments
 - Dependents
 - Dependent Benefits
 - Employee Benefits and Deductions

Benefits

When you click on the **Benefits** tab, the Benefits Home Page will populate.

The available windows are:

- Enrollments
- Dependents
- Dependent Benefits
- Employee Benefits and Deductions



Enrollments

This window lists the Current, Future and Past benefits that both you and your dependents are or have enrolled in with the City.

Enrollments

View current, future and past benefit and deduction enrollments on this screen.

Benefits Enrollments

Benefit Type	Plan	Goal Amount	Amount	Percent	Primary Care Physician	Payroll From	Payroll To	Cafeteria	Coverage From	Coverage To
FLEX SPEN MED	FLEX SPEN MED	780	30.00	0.000000		12/16/2016	12/14/2017	No	01/01/2017	12/31/2017
AETNA VALUE HMO	AETNA V HMO 2P	0	94.85	0.000000	001111	12/01/2014	12/31/9999	No	12/01/2014	12/31/9999

Personal Deductions

Type	Plan	Goal Amount	Amount	Percent	Primary Care Physician	Cafeteria	From	To

Dependent Benefits Coverage

Dependent ID	Dependent Name	Benefit Class	Primary Care Physician	Cafeteria	Coverage From	Coverage To
1411		2-PARTY		No	12/01/2014	12/31/9999

Current Enrollments

The **Current Enrollments** page lists benefits that both you and your dependents are currently enrolled in with the City.

Enrollments

View current, future and past benefit and deduction enrollments on this screen.

Current Future Past

Benefits Enrollments

Benefit Type	Plan	Goal Amount	Amount	Percent	Primary Care Physician	Payroll From	Payroll To	Cafeteria	Coverage From	Coverage To
FLEX SPEN MED	FLEX SPEN MED	780	30.00	0.000000		12/16/2016	12/14/2017	No	01/01/2017	12/31/2017
AETNA VALUE HMO	AETNA V HMO 2P	0	94.85	0.000000	001111	12/01/2014	12/31/9999	No	12/01/2014	12/31/9999

Personal Deductions

Type	Plan	Goal Amount	Amount	Percent	Primary Care Physician	Cafeteria	From	To

Dependent Benefits Coverage

Dependent ID	Dependent Name	Benefit Class	Primary Care Physician	Cafeteria	Coverage From	Coverage To
1411		2-PARTY		No	12/01/2014	12/31/9999

Future Enrollments

The **Future Enrollments** page lists benefits that you have chosen for the future through the Benefits Enrollment wizard. The page also lists any changes made to your dependents.

Note the Coverage From and Coverage To dates. Coverage From date is the date the new benefit will take effect. The Payroll From date identifies the date that deductions for this new benefit will be taken from your paycheck.

Enrollments

View current, future and past benefit and deduction enrollments on this screen.

Current Future Past

Benefits Enrollments

Benefit Type	Plan	Goal Amount	Amount	Percent	Primary Care Physician	Payroll From	Payroll To	Cafeteria	Coverage From	Coverage To

Personal Deductions

Type	Plan	Goal Amount	Amount	Percent	Primary Care Physician	Cafeteria	From	To

Dependent Benefits Coverage

Dependent ID	Dependent Name	Benefit Class	Primary Care Physician	Cafeteria	Coverage From	Coverage To

Past Enrollments

The **Past Enrollments** page identifies benefits you or your dependents had with the City, but are not longer enrolled.

Enrollments

View current, future and past benefit and deduction enrollments on this screen.

Current Future **Past**

Benefits Enrollments

Benefit Type	Plan	Goal Amount	Amount	Percent	Primary Care Physician	Payroll From	Payroll To	Cafeteria	Coverage From	Coverage To
DELTA PPO	DELTA PPO 2P	0	29.63	0.000000		01/16/2015	01/16/2015	No	01/16/2015	01/16/2015
FLEX SPEN MED	FLEX SPEN MED	550	50.00	0.000000		07/18/2014	12/18/2014	No	07/18/2014	12/31/2014
FLEX SPEN MED	FLEX SPEN MED	1950	75.00	0.000000		12/19/2014	12/17/2015	No	01/01/2015	12/31/2015
FLEX SPEN MED	FLEX SPEN MED	1950	75.00	0.000000		12/18/2015	12/15/2016	No	01/01/2016	12/31/2016
AETNA VALUE HMO	AETNA V HMO SGL	0	48.45	0.000000	001111	08/15/2014	11/30/2014	No	09/01/2014	11/30/2014

Personal Deductions

Type	Plan	Goal Amount	Amount	Percent	Primary Care Physician	Cafeteria	From	To

Dependent Benefits Coverage

Dependent ID	Dependent Name	Benefit Class	Primary Care Physician	Cafeteria	Coverage From	Coverage To
1411		2-PARTY		No	02/01/2015	02/01/2015

Dependents

The **Dependents** box provides a list of your dependents. You can click on the document icon under the View column heading to see more detailed information for each dependent.

Dependent [1]

View dependent information on this screen.

First Name	Last Name	Relationship	Gender	VIEW
KRISTAL		SPOUSE	Female	 

Dependent Benefits

The **Dependent Benefits** box provides dependent benefit information for each of your dependents.

Dependent Benefits

View dependent benefits information on this screen.

First Name	Last Name	Type Class	Type Sub Class	Plan Class
KRISTAL		MEDICAL	AETNA VALUE HMO	2-PARTY

ID: 1411

Name:

Type Class: MEDICAL

Type Sub Class: AETNA VALUE HMO

Plan Class: 2-PARTY

Override Coverage:

Primary Care Physician:

From: 12/01/2014

To: 12/31/9999

Comment:

Employee Benefits and Deductions

The **Employee Benefits and Deductions** page displays a list of your current benefits.

Employee Benefits and Deductions

View Employee Benefits and Deduction information on this screen.

HUM RES TECH	FLEX SPEN MED	FLEX SPEN MED	76.92	0.000000		12/16/2016	12/14/2017
HUM RES TECH	DELTA CARE HMO	DELTA HMO FMLY	1.00	0.000000		12/25/2009	12/31/9999
HUM RES TECH	BASIC LFE DP EE	BASIC LIF EE DP	0.20	0.000000		04/06/2007	12/31/9999
HUM RES TECH	BASIC LIFE E EE	BASIC LIF EE EM	1.57	0.000000		04/06/2007	12/31/9999
HUM RES TECH	SUPP SPOU EE	SUPP SP 50 EE	3.00	0.000000		04/06/2007	12/31/9999
HUM RES TECH	SUPP EMP EE	SUPP 04 EE	12.00	0.000000		04/06/2007	12/31/9999

Appt ID:

Title: HUM RES TECH

Payment Frequency: B

Type: FLEX SPEN DEP

Plan: FLEX SPEN DEP

Percent: 0.000000

Amount: 30.77

Primary Care Physician:

From: 12/16/2016

To: 12/14/2017

Goal Amount:

Goal to Date Total Amount:

Goal Type: D

Deduction Frequency:

Overtime Deduction Category:

Category Cap:

Annual Cap Amount:

Life Event Enrollment: false

Open Enrollment: true