

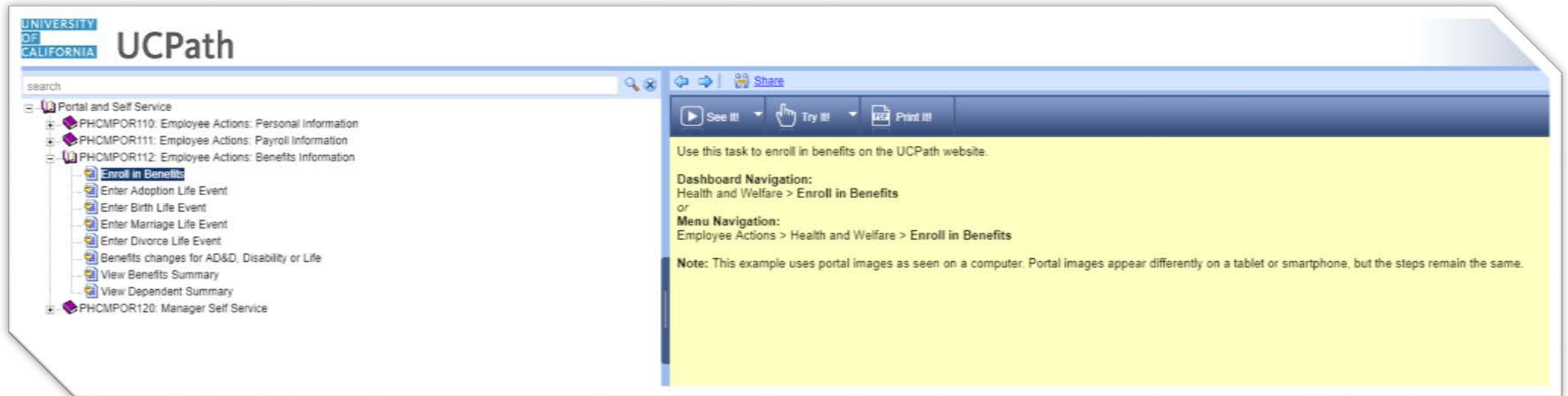


UNIVERSITY OF CALIFORNIA
UC RIVERSIDE 
FOM|UCPath Training

**Employee Actions:
Benefits
Information**

Resources

https://sp.ucop.edu/sites/ucpathhelp/Pilot_Portal/PORplayer/data/toc.html



Agenda

- Enroll in Benefits
- Enter Adoption Life Event
- Enter Birth Life Event
- Enter Marriage Life Event
- Enter Divorce Life Event
- Benefits Changes for AD&D, Disability, or Life
- View Benefits Summary
- View Dependent Summary

Enroll in Benefits - <https://goo.gl/Hu5Fem>

The screenshot shows the UCPath interface for Susan Hadjioannou. On the left is a navigation menu with options like 'Benefits Summary', 'Dependent Coverage', 'Life Events / Benefits', 'Enroll in Benefits' (highlighted), and 'Using Your Benefits'. The main content area is titled 'BENEFITS ENROLLMENT Susan Hadjioannou'. It includes a welcome message, a list of enrollment scenarios (new hire, newly eligible, life event, annual open enrollment), and instructions on how to enroll. A yellow callout box provides additional guidance on reviewing the enrollment page and pressing [Enter] to continue. The bottom of the page features a 'Help' button and a 'Log out' link.

UCPath

BENEFITS ENROLLMENT
Susan Hadjioannou

Welcome to the benefits enrollment section. Congratulations! You and your family now have an opportunity to enroll in benefits based on one of the newly benefits eligible scenarios listed below. You have either been directed to this page or navigated here on your own because

- You are a new hire with a PIE to enroll in benefits initially, OR
- You are newly eligible for benefits, OR
- You have a life event that enables you to make enrollment changes, OR
- The annual Open Enrollment period is now open

Scroll down to view the list of your benefit events below. Do you see the **Select** button next to an event? If so, that indicates the event is currently open to you for enrollment. Click on **Select** to begin.

Take advantage of this opportunity now because your other options are limited to:

90-day Waiting Period
You may enroll yourself or eligible family members at any time in medical coverage only with a 90 consecutive calendar day waiting period; coverage is effective after the 90 days have elapsed. Your premiums may need to be paid on an after-tax basis.

Open Enrollment
Open Enrollment (OE) is the time each year (typically in the Fall) when you can change your medical plan and sign up for other benefits. Shortly before OE opens, UC will launch a dedicated website to guide you through the process. Changes you make during OE are effective January 1 of the following year.

Life Event
A *life event* provides an opportunity to enroll in, or make changes to, your UC benefits when family status changes occur (marriage, domestic partnership, birth, adoption or divorce) or, in some cases, after you or an eligible family member experience an involuntary loss of non-UC health & welfare coverage.

Try It! In this scenario, you will enroll yourself and your dependents in benefits eligible to a new hire. Review the **Benefits Enrollment** page before you begin the enrollment task. You elect your benefits when you are first eligible for benefits during the hire process, if you become newly eligible due to a job change and annually during the open enrollment process. Press [Enter] to [continue](#).

Log out **Bookmark** **Ask UCPath Center** **Help**

Enter Adoption Life Event - <https://goo.gl/SjtdB>

Nancy Miller

Primary Title:
ENTERPRISE RISK MGT ANL 2

Employee ID:
10000067

Service Date:
04/01/2013

Dashboard

PeopleSoft Menu >


Worklist

Employee Actions >

Forms Library >

Quicklinks >

Help / FAQ >

 Edit profile

UCPath

myUCPath

Log out

Ask UCPath Center

In this scenario, the employee has adopted their grandchild. The employee must update tax and dependent information and update their benefit plan coverages.

Press [Enter] to [continue](#).

LIFE EVENTS

Life Events:
A *life event* is a change that initiates a new Period of Initial Eligibility (PIE), to enroll in, or make changes to, your UC benefits when family status changes occur (marriage, domestic partnership, birth, adoption or divorce) or, in some cases, after you or an eligible family member experience an involuntary loss of non-UC health coverage.

Remember: You have only 31 days from the date your new family member becomes eligible to make any permitted plan changes.

Benefit Changes
Certain changes to your benefits can be made at any time, without a Statement of Health/Evidence of Insurability, whether or not a *life event* has taken place. These changes include enrolling in or changing the coverage amount of AD&D insurance, increasing your Supplemental Disability waiting period, decreasing your Supplemental Life Insurance coverage amount, or enrolling a child in Dependent Life insurance.

Select Your Event

Employee

☐ Marriage

☐ Birth

☐ Adoption

☐ Divorce

☐ Benefit Changes for AD & D, Disability or Life

Enter Birth Life Event - <https://goo.gl/j2cQYW>

Chao Lee
Primary Title: FIXED INCOME INV OFCR
Employee ID: 0000072
Service Date: 4/01/2013

UCPath

Log out

Ask UCPath Center

LIFE EVENTS

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Select Your Event

Employee

- ☐ Marriage
- ☐ Birth
- ☐ Adoption
- ☐ Divorce
- ☐ Benefit Changes for AD & D, Disability or Life

[Edit profile](#)

Try It!

In this scenario, an employee recently had a son. The employee must update tax and dependent information and update their benefit plan coverages.

Press [Enter] to [continue](#)

Enter Marriage Life Event - <https://goo.gl/wWdbqV>

John Doe

Primary Title:
VP CCAO

Employee ID:
0000007

Service Date:
06/09/2014

UCPath

Try It!
test

Actions

Log out

Ask UCPath Center

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Per Benefits Summary

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Edit profile

LIFE EVENTS

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Select Your Event
Employee
☐ Marriage
☐ Birth
☐ Adoption
☐ Divorce
☐ Benefit Changes for AD & D, Disability or Life

Enter Divorce Life Event - <https://goo.gl/TVFgPi>

Matthew Moore

Primary Title:
COMM AND NETWORK TCHL
ANL 3

Employee ID:
10000052

Service Date:
04/01/2013

UCPath

test

Log out

Ask UCPATH Center

Try It!

Actions

In this scenario, an employee recently divorced and must update personal, tax and dependent information, as well as their benefit plan coverages.

Press [Enter] to [continue](#)

LIFE EVENTS

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Select Your Event

Employee

☐ Marriage

☐ Birth

☐ Adoption

☐ Divorce

☐ Benefit Changes for AD & D, Disability or Life

Health and Welfare

Benefits Summary

Dependent Coverage

Life Events / Benef...

Enroll in Benefits

Using Your Benefits

Edit profile

Benefits Changes for AD&D, Disability or Life - <https://goo.gl/t2gTwz>

an Smith

Primary Title: PROJECT POLICY ANL 4

Employee ID: 0000005

Service Date: 4/01/2013

UCPath

Log out

Ask UCPath Center

LIFE EVENTS

Life Events

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Select Your Event

Employee

- ☐ Marriage
- ☐ Birth
- ☐ Adoption
- ☐ Divorce
- ☐ Benefit Changes for AD & D, Disability or Life

View Benefits Summary - <https://goo.gl/njRPrb>

The screenshot shows the UCPath employee dashboard for Charles Weiss. The user's profile is on the left, showing their name, primary title (RSCH ADM 3), employee ID (10000021), and service date (04/01/2013). The main dashboard area features several tiles: 'Next Paycheck June 1' with a 'View Paycheck' button; 'View Benefits' (highlighted with a red box and a tooltip that says 'Try It! Click the View Benefits link'); 'View Retirement Info'; and 'View Leave Balances' showing 232.59 vacation hours and 151.35 sick hours. Below these are sections for 'Personal Information', 'Health and', and 'Income and Taxes'. At the bottom, there is a 'Notices & Updates' section with a notice about direct deposit dated Oct 03, 2017.

Charles Weiss
Primary Title: RSCH ADM 3
Employee ID: 10000021
Service Date: 04/01/2013

UCPath

Search Log out Bookmark

Ask UCPath Center

Next Paycheck
June 1
View Paycheck

View Benefits

View Retirement Info

View Leave Balances
232.59 VACATION HOURS ACCRUED
151.35 SICK HOURS ACCRUED

Personal Information Health and Income and Taxes

Notices & Updates

Eight reasons to sign up for direct deposit

Still getting a paper paycheck? You might want to consider these eight advantages of direct deposit:

- On payday, your pay is already in your account for you to use, without having to visit a bank or ATM.
- Your pay will never get lost or misplaced like a paper check might.

Oct 03, 2017

Edit profile

View Dependent Summary - <https://goo.gl/JjEzC3>

Charles Weiss
Primary Title: RSCH ADM 3
Employee ID: 10000021
Service Date: 04/01/2013

UCPath

Search Log out Bookmark

Ask UCPath Center

DEPENDENT COVERAGE SUMMARY

Charles Weiss

To view your benefits as of another date, enter the date and select Go.

10/11/2017 GO

Dependent Details

Janet M Weiss
SPOUSE (OPPOSITE/SAME SEX) NA

Type of Benefit	Description
Medical	Kaiser North
Dental	Delta Dental PPO
Vision	Vision Service Plan (VSP)
Legal Services	ARAG Legal
Behavioral Health	Optum Behavioral Health-OPTKP
Supp Dependent Life - Spouse	Expanded Dep Life-Spouse 2.0X

Try It! Use the Dependent Coverage Summary page to view each Dependent Relationship, Type of Benefit and Description. Press [Enter] to [continue](#).

Edit profile

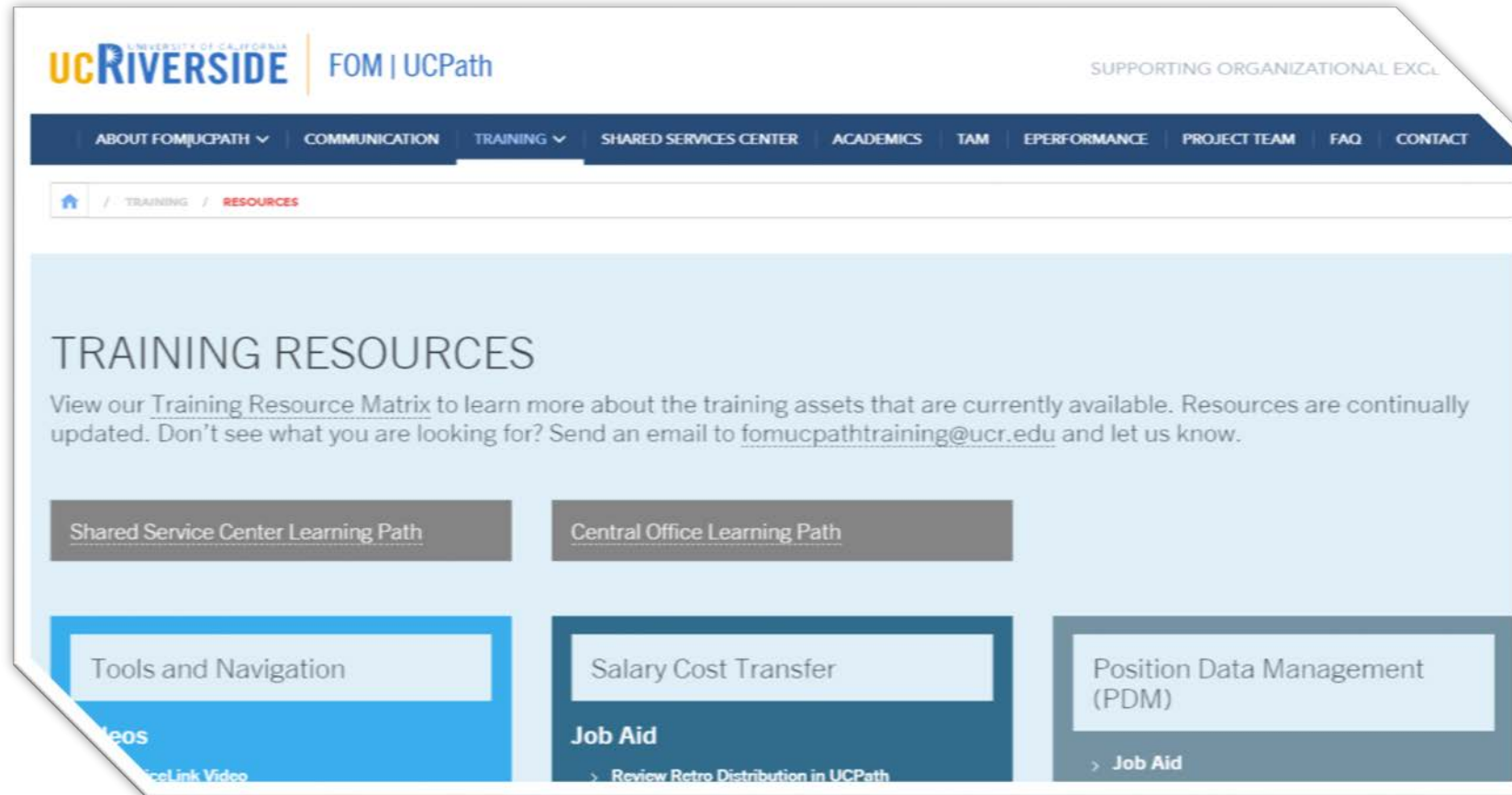


FOM|UCPath Training Team Email

FOMUCPathtraining@ucr.edu

Training Resources

<http://fomucpath.ucr.edu/training/resources.html>



Thank You