

System Level Operator

4.3 Release Notes

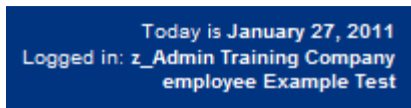



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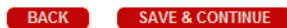
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General:

1. The color scheme for **THE*benefits*HUB** has been updated
2. All icons within **THE*benefits*HUB** have also been updated
3. Upgraded ColdFusion software from Version 6 to Version 9
4. More hardware has been added to improve loading time for enrollment screens, calculations, reporting, response time, and overall speed
5. All buttons labeled “Reset” have been removed in several places throughout the system
6. The “Cancel” button has been removed from the login screen
7. The link for “Lookup Employee” has been removed. The “Edit Employee” link should now be used in its place
8. User information is now visible in the upper right corner when logging into **THE*benefits*HUB**



9. All reports have now been arranged alphabetically
-  10. A new report has been added called Payroll Deduction Change Report
11. Child Life plan election page appearance has been slightly altered for better viewing
12. Section counter at the bottom of enrollment screens has been repaired and will now count correctly



13. Fields using “State” now have both the spelled out and abbreviated name



General: *(continued)*

14. The Consolidated Enrollment form has been re-formatted for enhanced viewing and better information at hand. Current and all future elections are displayed

15. Many links under several menus have been truncated. (“Profile Information” is now simply “Profile”)

16. The election summary when viewing an employee’s Benefit Plan Enrollment screen has now been broken out into its own menu on the right side of the page, taking the place of its old dropdown menu


Below is the list of the elections effective as of today.

To edit an existing benefit plan election, click the corresponding name of the benefit plan type. To view the outline of benefits of any existing election, click the corresponding icon next to the plan type.

▼ Effective Today		
Benefit Plan	Coverage	Employee Cost

Eligible Plan Types
Shared Medical [WAIVED]
Dental [WAIVED]
TX Life

17. The Login Message and Login After Hours Message boxes have been removed from the company configuration screen, and the login screen

 18. The pre-set system default password can now be customized, replacing the previous [Last Name][Last 4 of SSN] hard coded format

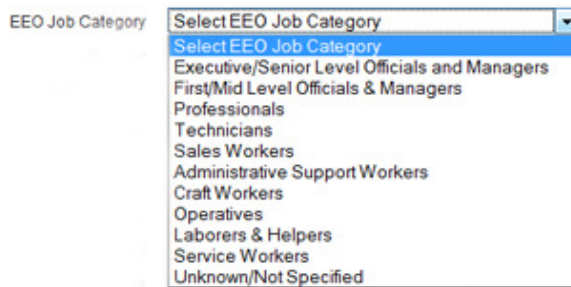
19. Acquire Date and Benefit Start Date have been added to the Company Information section under the General tab

20. When using “Switch User” an “SA” appears in the upper right indicating you are currently under another users account. Clicking the “SA” will return you to your account login

21. At the Company Level , “Upload Data” and “Download Data” have been renamed “Import Data” and “Export Data” respectively

Employee Screens / Demographics:

1. The EEO Job Categories on the employee demographics screen have been modified. Most notably, “Managers” has become two new categories [Executive / Senior Level Officials and Managers, and First / Mid Level Officials & Managers]. Unknown / Not Specified and Administrative Support Workers have also been added



EEO Job Category

Select EEO Job Category

- Select EEO Job Category
- Executive/Senior Level Officials and Managers
- First/Mid Level Officials & Managers
- Professionals
- Technicians
- Sales Workers
- Administrative Support Workers
- Craft Workers
- Operatives
- Laborers & Helpers
- Service Workers
- Unknown/Not Specified

2. The employee’s ability to change the status of their spouse or dependents has been removed by default. This feature can be reactivated by submitting a request to your Account Representative with **THE***benefits***HUB**
3. When terminating an employee, the system will now ask if it was a Voluntary or Involuntary termination of employment


Employee Employment Status is currently Terminated

Employee Termination Type Select Termination Type

4. “Final Payroll Date” field has been added to the Status area under an employee

Final Payroll Date mm/dd/yyyy

5. Entering a termination date on a benefit within the Terminate Plan Election screen that is one day prior to the election’s effective date now marks that benefit as “Wholly Terminated”

-  6. Employees can no longer waive a benefit outside of an enrollment

7. Deceased spouses and children will no longer be listed or displayed in the employee view

8. Spouses that have their status changed to “Deceased” by an administrator will now be labeled as such, instead of being listed as an Ex-Spouse

Plan Related:

1. Plan designs can now be set to absolutely require beneficiaries, allow beneficiaries to be assigned (but not required), or no beneficiaries at all
2. Rounding values of \$2500 and \$25000 have been added to plan designs using rounding rules

Round salary values: Do not round... by \$1

Round coverage amounts: Do not round... by \$1

Display Coverage Options in: Ascending Order

Available rounding values: \$1, \$10, \$50, \$100, \$500, \$1000, \$2500, \$5000, \$10000, \$25000, \$50000, \$100000

- NOT!** 3. Customized Benefit Questions can now be added to benefits to gather information. These items cannot determine eligibility, but are extremely useful for asking preliminary underwriting questions
- NOT!** 4. Incrementing amounts for Life and Disability type plans can now be displayed in “Ascending or Descending” order. By default, they will be set to Descending order, and can be changed by submitting a request to your Account Representative with **THEbenefitsHUB**

Coverage	Cost
\$10,000.00	\$0.42
\$125,000.00	\$5.25
\$120,000.00	\$5.04
\$110,000.00	\$4.62
\$100,000.00	\$4.20
\$90,000.00	\$3.78
\$80,000.00	\$3.36
\$70,000.00	\$2.94
\$60,000.00	\$2.52
\$50,000.00	\$2.10
\$40,000.00	\$1.68
\$30,000.00	\$1.26
\$20,000.00	\$0.84
\$10,000.00	\$0.42

- NOT!** 5. Life and Disability type plans can now be set to show “Select Coverage” first instead of an election amount. By default, this will be set to “Select Coverage”, but can be changed by submitting a request to your Account Representative with **THEbenefitsHUB**

Employee: Select Coverage...

Employee Guarantee Issue: \$100,000.00

View Plan Outline of Benefits

Provided by Insurance Carrier

Eligible on 2/1/2011

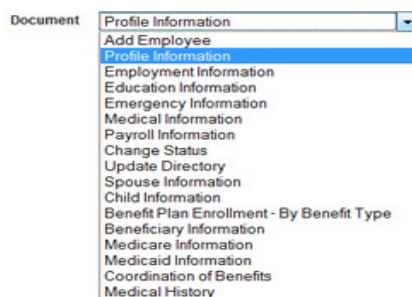
Cost is deducted on a post-tax basis

Plan Related: *(continued)*

HOT! 6. 36 New Plan Shells have been added:

- | | |
|------------------------------------|--|
| I. Dependent Life – 5 Shells added | IV. Health Plans – 7 Shells added |
| II. Disability – 5 Shells added | V. Life – 5 Shells added |
| III. Family – 9 Shells added | VI. Reimbursement / Plug n Play – 5 Shells added |

HOT! 7. User Defined Fields can now be placed within the Add Employee, Change Status, Benefit Plan Enrollment by Benefit Type screens



8. User Defined Fields have an additional field labeled “Field Name”, used for short name reference to the UDF

Field Type **Checkbox**

Field Name

9. User Defined Fields no longer require HTML breaks “
” in order to display correctly

10. Plan Options can now be placed within a benefit

Current Individual Life Plan Election
The employee is not currently enrolled in any Individual Life plans.

Available Individual Life Plan

<input type="radio"/> Individual Life <div> <div>Select Plan Option</div> <div> <div>Select Plan Option</div> <div>Employee</div> <div>Employee + Child(ren)</div> <div>Employee + Spouse</div> <div>Family</div> <div>Options are fully customizable</div> </div> </div>	Monthly Contribution <input type="text" value="0.00"/> <small>Allowed range of contributions is \$1.00 min to \$10,000.00 max.</small>
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☒ **employee waives enrollment in the available Individual Life plan**

11. Life and Disability Plans can now have Employer or Employee paid coverage amounts in percentages or dollar amounts

Pays **Percent** of monthly plan cost

Beneficiaries:

1. The main page has undergone an overhaul that has broken the page into two sections:
 - ❖ The top section now contains any available beneficiaries, with an ability to add new ones into the employee record
 - ❖ The bottom section handles the percentage breakdown per benefit type

Current Beneficiaries

Name	Date of Birth	Social Security No.	Relation	Add to Policy
Sally Test	8/3/1980	---	Spouse	Select Benefit ✎ ✕
Kiddo Test	11/14/2003	---	Child	Select Benefit ✎ ✕

* Beneficiary Info required

[Click here](#) to add a new beneficiary record.

Below is the list of existing beneficiary allocations.

Voluntary Life

Beneficiary Name	Percentage Primary	Contingent	
Test, Sally	75	0	✕
Test, Kiddo	25	0	✕

2. Dependents that are within the employee record can now have their information auto-populated as a new beneficiary, instead of manually entering the demographics

[Section 4 of 5]
Add Beneficiary

Select Dependent to add as a beneficiary

Select Dependent

or enter beneficiary info below

First Name

Last Name

Address

City

State

Postal Code

Phone

Gender

Date of Birth

Social Security No.

Relation

ADD CANCEL

[Section 4 of 5]
Add Beneficiary

Select Dependent to add as a beneficiary

Kiddo Test - Child

or enter beneficiary info below

First Name

Last Name

Address

City

State

Postal Code

Phone

Gender

Date of Birth

Social Security No.

Relation

ADD CANCEL

3. A field for "Gender" has been added to the View or Add Beneficiary screens
4. If the option to mask Social Security Numbers on the Consolidated Enrollment Form is engaged, beneficiaries' SSNs will now be included in the mask (###-##-[Last 4 of SSN])
5. Beneficiary screens can be placed at the end or the beginning of the enrollment. This is set to the end of enrollment by default. This feature can be changed by submitting a request to your Account Representative with THEbenefitsHUB

Conclusion:

Many other changes within the new code are minimal and not very noticeable. We have tried to form a collection of the most noteworthy changes within the system update. There are quite a few items that have simply been disabled due to lack of use. If a feature is no longer available to you, and you wish to see if it can be re-activated, please let a member of **THE*benefits*HUB** team know so we can try to get you what you need to be a success!

Our team here at **MGM Benefits Group** is very excited, and proud to release the updated code to our clients! We strive to make handling the benefits of your employees the easiest, and most efficient experience possible! Your feedback has been critical in upgrading the system to something even better than before, and we encourage everyone to keep letting us know how we can improve!