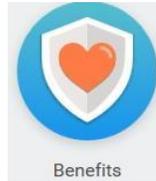


View Your Employee and Dependent Benefits Information

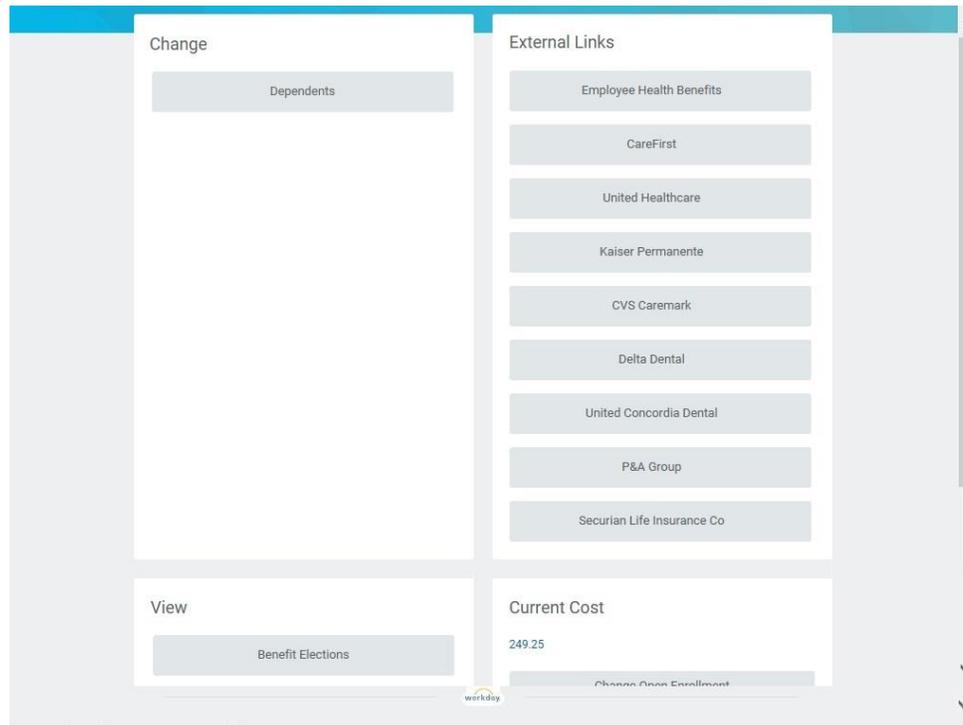
Use this procedure to view your employee benefits and your dependent benefit elections, if applicable.

Procedure:



1. Click the Benefits worklet.

Home



2. In the View section, click the **Benefit Elections** button.



Information: You may need to scroll down to view all of your benefit elections.



View Worker

Benefit Elections James Garner - (W1112345) Actions

Current Benefit Elections and Costs 3 items

Benefit Plan	Coverage Begin Date	Deduction Begin Date	Coverage	Dependents	Beneficiaries	Employee Cost (Monthly)	Employer (†)
Medical - CareFirst BCBS EPO (Employee)	01/01/2017	01/01/2017	Employee + Child	Jay Garner - A		\$142.86	
Prescription - Drug RX (Employee)	01/01/2017	01/01/2017	Employee + Spouse	Selena Garner - A		\$83.12	
Dental - United Concordia DPPO (Employee)	01/01/2017	01/01/2017	Employee + Spouse	Selena Garner - A		\$23.27	
Total:						\$249.25	

3. View your benefit elections.



On this page, you can view your benefit elections and also any dependents that are currently enrolled. Details such as the benefit plan, date the coverage begins, date deductions begin and coverage level are listed.

On the right side of the table, the employee cost and employer contribution per month is listed for each plan.



Title: View Your Employee and Dependent Benefits Information
Functional Area: Benefits Administration
Role: Employees

View Worker

Benefit Elections James Garner - (W1112345) Actions

Current Benefit Elections and Costs 3 items

Benefit Plan	Coverage Begin Date	Deduction Begin Date	Coverage	Dependents	Beneficiaries	Employee Cost (Monthly)	Employer Contribution (Monthly)
First BCBS EPO	01/01/2017	01/01/2017	Employee + Spouse	Jay Garner - A		\$142.86	\$809.55
Drug RX (Employee)	01/01/2017	01/01/2017	Employee + Spouse	Selena Garner - A		\$83.12	\$332.47
Concordia DPPPO	01/01/2017	01/01/2017	Employee + Spouse	Selena Garner - A		\$23.27	\$23.27
Total:						\$249.25	\$1,165.29

4. Click the link for the dependent to view additional information about the dependent.



Note that there may be several dependents listed if more than one is covered.



View Dependent

Dependent ID	AB1039-05
Related to Worker	James Garner - A (W1112345)
Relationship	Child
Inactive Date	(empty)
Date of Birth	06/03/1995
Age	22 years, 3 months, 10 days
Gender	Female
Citizenship Status	(empty)
Full-time Student	
Student Status Start Date	(empty)
Student Status End Date	(empty)
Disabled	

Legal Name	Contact Information	National IDs	Additional Government IDs	Other IDs
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Country	United States of America
Prefix	(empty)
First Name	Jay
Middle Name	(empty)
Last Name	Garner - A
Suffix	(empty)
Suffix	(empty)

Contact Information

5. View the information and then click the **Contact Information** tab.



Information on this screen includes Gender, Date of Birth, and Legal Name for the dependent selected.



Title: View Your Employee and Dependent Benefits Information
Functional Area: Benefits Administration
Role: Employees

View Dependent

View Dependent Jay Garner - A Actions

Dependent ID	AB1039-05
Related to Worker	James Garner - A (W1112345)
Relationship	Child
Inactive Date	(empty)
Date of Birth	06/03/1995
Age	22 years, 3 months, 10 days
Gender	Female
Citizenship Status	(empty)
Full-time Student	
Student Status Start Date	(empty)
Student Status End Date	(empty)
Disabled	

Legal Name | **Contact Information** | National IDs | Additional Government IDs | Other IDs

Effective Date	08/26/2017
Country	United States of America
Enter Western Script	Yes
Address Line 1	111 SPS Drive
Address Line 2	(empty)
City	Baltimore
Enter Western Script	Yes
Usage	

6. View the information and then click the **National IDs** National IDs tab.



Information on this tab includes any contact information such as the dependent's address.



Title: View Your Employee and Dependent Benefits Information
Functional Area: Benefits Administration
Role: Employees

View Dependent

View Dependent Jay Garner - A Actions

Dependent ID AB1039-05
Related to Worker James Garner - A (W1112345)
Relationship Child
Inactive Date (empty)
Date of Birth 06/03/1995
Age 22 years, 3 months, 10 days
Gender Female
Citizenship Status (empty)
Full-time Student
Student Status Start Date (empty)
Student Status End Date (empty)
Disabled

Legal Name | Contact Information | **National IDs** | Additional Government IDs | Other IDs

National IDs 1 item

Country	National ID Type	Identification #	Issued Date	Expiration Date	Issued By	Series	Verification Date	Verified By
United States of America	Social Security Number (SSN)	111-22-3333						

7. View the information.



Information on this screen includes the **National ID Type** (social security number) or Individual Tax Identification Number for foreign nationals.

8. The System Task is complete.