

PeopleSoft 8.8 Quick Reference Guide: Benefits Information

Viewing Benefits Information

URL: www.case.edu/erp/hcm

1. From the left-hand navigation menu, select **Employee Self Service**.
2. Select **Benefits**.
3. Select **Benefits Home**.
4. Select **Benefits Summary**.

The Benefits Summary page appears. On this screen, you are able view your health care benefits, savings summary, and flexible savings accounts.

Benefits Summary


Susan Alexander

To view your benefits as of another date, enter the date and click Go:

12/06/2004 

Type of Benefit	Plan Description	Coverage or Participation
Medical	QualChoice POS	Employee + Spouse
Dental	DenteMax DPO	Employee + Spouse
Life	Basic Life	\$10,000
Life and AD and D	Supplemental Life 3 X Salary	3 X Salary - \$10,000
Dependent Life		Waived
Short-Term Disability	Short Term Disability	50% of Salary
Long-Term Disability	Long Term Disability	60% of Salary
Legal		Waived
403(b)	Vanguard Plan C 403(b)	7% Before Tax
Sick	Staff Income Protection 8 Hr	-----
Vacation	Category 2 <5 Yrs	-----
Flex Spending Health - U.S.	Flex Health Care Spending Acct	\$1,000 Pledge
Flex Spending Dependent Care		Waived
Pension Plan 1 - U.S.	Plan B Staff Retirement	



You may view your benefits for a different date by clicking on the calendar icon  or typing the date in the field. You must click to refresh the screen with the new information.

12/06/2004 



To view detailed information about a specific benefit, click on the blue underlined hyperlink in the “Type of Benefit” column.

Medical

Susan Alexander

To view your benefits as of another date, enter the date and click Go:

12/06/2004 

Medical

Plan Name: QualChoice POS

Plan Provider: QualChoice Health Plans

Coverage: Employee + Spouse

Group Number: 003045

Customer Service: 440/460-0670 Ext:

Covered Dependents

Name	Relationship
Sean Connery	Spouse



To view or edit information about a covered dependent, click on the name of the person.

Dependent/Beneficiary Personal Information

Susan Alexander

Click Edit at the bottom of this page to update your Dependent/Beneficiary's personal information.

Personal Information

First Name: Sean
 Middle Name:
 Last Name: Connery
 Name Prefix:
 Name Suffix:
 Gender: Male
 Birthdate: 07/06/1947
 SSN: 234-23-2345 (Social Security Number)
 Relationship to Employee: Spouse

Status Information

Marital Status: Married Marital Status Date: 06/26/1992
 Student: No
 Disabled: No
 Smoker: No

Address and Telephone

Same Address as Employee
 Country: United States
 Address: 234 Sunshine Ln
 Cleveland Heights, OH 44116

Same Phone as Employee
 Phone: 216/368-3688

* Required Field

To edit the dependent’s personal information, status information, phone

number or address click at the bottom of the screen.