



Affinity Group 3

August 22, 2017

- The University of Wisconsin Service Center will*
- *Serve...the people of the University of Wisconsin System*
 - *Collaborate...by being supportive and constructive*
 - *Act with Integrity...always and in all matters*

Agenda

- AM:
 - Sick Leave Reduction Follow-Up
- BN:
 - New Benefits Landing Page
 - Reports and Queries
 - Ben Admin Checklist and Deadlines
- PY:
 - Payline Requests
 - Payroll Payline Entry Template
 - Leave Payout Template
 - Non Standard Payroll Calc Schedule

New Benefits Landing Page

- Reports & Queries Landing Page
 - Master List of Reports
 - Master List of Queries
 - Fields can be filtered
 - Resource Tab
 - Benefit Administrator Deadlines and Checklists
- Navigation:
 - <https://uwservice.wisconsin.edu/administration/benefits-reports-queries>

Reports & Queries Landing Page

Premiums

- SC Web
 - Benefit Plan Premiums
 - Historical Benefit Plan Premiums
- KB Docs
 - Benefit Plan Codes

Reports & Queries

- SC Web
 - Reports & Queries Landing Page
 - Benefit Administrator Deadlines and Checklists

Sick Leave Certification

- SC Web
 - Sick Leave Credit Estimator
 - Classified Employee Annual Leave Conversion Options Form
 - Classified Employee Annual Leave

Expand

State Group Health Insurance

- SC Web
 - ETF State Group Health Interface
- ETF Resources
 - Group Health Insurance

State Group Life Insurance

- SC Web
 - State Group Life Premiums Lookup tool
 - State Group Life Premiums Calculator
 - State Group Life Employee Premium Notice
- ETF Resources

Expand

Summer Prepay

- SC Web
 - Summer Prepay Landing page
- Policy Help
 - Summer Prepay Deductions and Summer Session Benefits Eligibility

Benefits Reports and Queries

UNIVERSITY OF WISCONSIN SYSTEM
LW
SERVICE CENTER

Reports and Queries Resources

Select All Show All Details 36 found.

Category:

- Deductions
- ICI
- New Hire
- WRS
- Enrollments
- Job Changes
- Prepay
- Event Maintenance
- Leave of Absence
- Worker's Compensation

Report Type:

- Web
- Report
- Query

Benefit Administrators Checklist and Deadlines

- One-stop checklist for Benefit Administrator processing and deadlines of reports and queries
- Shows what report or query needs to be worked when—in relation to payroll calcs or non-payroll weeks
- Has links to KBs, benefit calendars, and landing pages
- Navigation:
 - <https://uwservice.wisconsin.edu/docs/publications/campus-benefit-admin-deadlines-checklists.pdf>
- Note* ABE Landing Page link is still showing ABE 2017 information. Page will be updated once ABE 2018 information is released.