

Department of Administrative Services

Lead. Empower. Collaborate.

HUMAN RESOURCES ADMINISTRATION

FLEXIBLE BENEFITS PREMIUM TOOL

Welcome

Agenda

- **Program Overview**
- **Flexible Benefits Premium Tool**
- **Phased Roll-Out**
- **Reconciliation Report**
- **Timeline**

Program Overview

Dental	Vision	Life Insurance and AD&D	STD and LTD
Critical Illness	Long-term Care	Legal Plans	Flexible Spending Accounts

Flexible Benefits Premium Tool

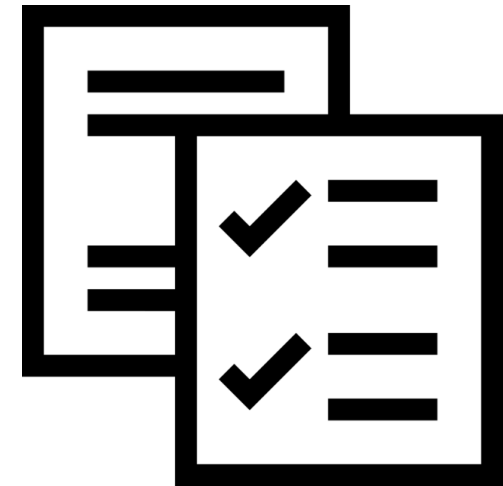
**Payment
Processing**



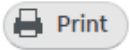
Reporting



Reconciliation



Improve the Flexible Benefits premium payment process through a more streamlined and efficient online tool.



Flexible Benefits Premium

Premium Billing & Payment Dashboard

Invoice Date - 01/20/2023

\$0.00 Statement Past Due	(\$6,370.30) Past Overpayment	(\$328.08) New Invoice Adjustments	\$31,167.01 New Invoice Premium	02/22/2023 Payment Due Date Due in 2
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INV-371-202212-1 Reference Number	February 2023 Current Coverage Month	01/15/2023 Premium Calculation Date	03/15/2023 Next Invoice Available Date
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Current Statement Amount Due	\$24,468.63
Payment Received for Current Statement	\$0.00
Total Outstanding Amount	\$24,468.63

[Download Invoice](#)

[View Statement Details](#)

[Download Participant Details](#)

[Pay Now](#)

- Invoice/Statement Created**
1/20/2023
- Payment Confirmed**
Submission Due Date: 2/20/2023
- Payment Received**
Payment Due Date: 2/22/2023
- Statement Paid in Full**
Yet to take action

Help and Support

We can help you understand more about the Statements, Premiums etc...



Payments Received

For the current statement



No payment received for the current invoice/statement

Your February invoice/statement payment is due on 02/22/2023



Premium Summary

By coverage month

2023 ▾





Entity Number	371
Entity Name	Example 4 ePayment
Invoice/Statement Date	1/20/2023
Current Coverage Month	February 2023
Payment Due Date	2/22/2023
Invoice Number	INV-371-202212-1

New Invoice Premiums **\$31,167.01**

New Invoice Adjustments **(\$328.08)**

New Invoice Total **\$30,838.93**

Invoice Total by Plans

December 2022

Plan	No. of Participants	Amount
AD&D	100	\$444.64
Child Life	55	\$114.27
Critical Illness	40	\$759.47
DC Spending Account	3	\$1,212.00
Dental	210	\$10,753.34

Phased Roll-Out

Phase	Entity	Transition Time	Entity Counts
Phase 1	Early Adopters Pilot	Oct. '22	16 entities (~15,400 ee's)
Phase 2A	SAO TeamWorks DOAS Fiscal and SAO Shared Services confirms payments on behalf of entities	Feb. '23	77 entities (~44,300 ee's)
Phase 2B	SAO TeamWorks Reconciliation live, and entities are self-managing	May '23	77 entities (~44,300 ee's)
Phase 3	Select Hybrid/Manual	July '23	133 entities (~22,500 ee's)
Phase 4	All Remaining	Sep. '23	1 entity (~12,200 ee's)

223
Entities

94,500
Eligible Employees

Phased Roll-Out

Early Adopters

- 16 entities participated - first phase
- Approximately 80 users
- Lessons learned:
 - Intuitive
 - Document process changes
 - Allow payments higher than invoiced amount

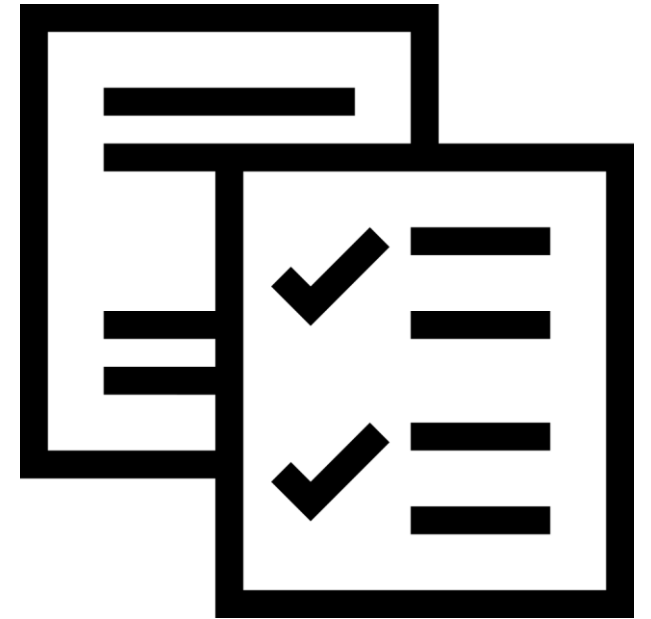
Phased Roll-Out

SAO TeamWorks

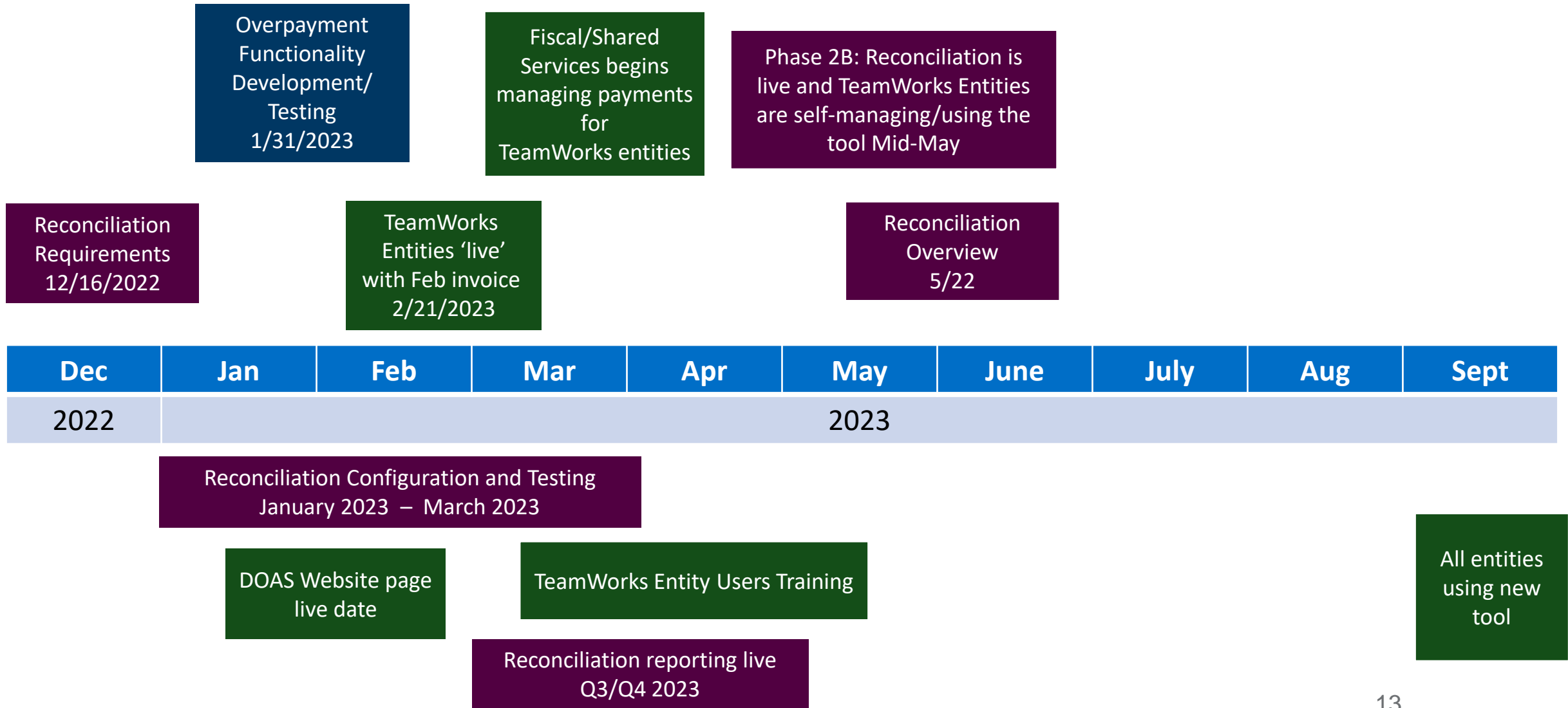
- Strong partnership
- Consistency in payment methods
- DOAS Fiscal and SAO Shared Services
 - ❑ Confirm payments
 - ❑ Gather data to ramp up engagement

Reconciliation Report

- Monthly process to review reports
- Requirements defined
- Configuration and testing - January through March
- Start with the SAO TeamWorks entities using their April deductions for the May invoice
- Roll out to entities that provide payroll deduction data to Alight



Timeline



GaBreeze Flexible Benefits Premium tool support

1-844-967-5533

8 a.m. – 5 p.m. M - F

www.GaBreeze.ga.gov

flex.emailsupport@doas.ga.gov

The logo for GaBreeze features the word "Ga" in a black, sans-serif font, followed by "Breeze" in a green, cursive script font. The "B" in "Breeze" is particularly large and stylized, with a long, sweeping tail that loops under the rest of the word.



Human Resources Administration
