

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

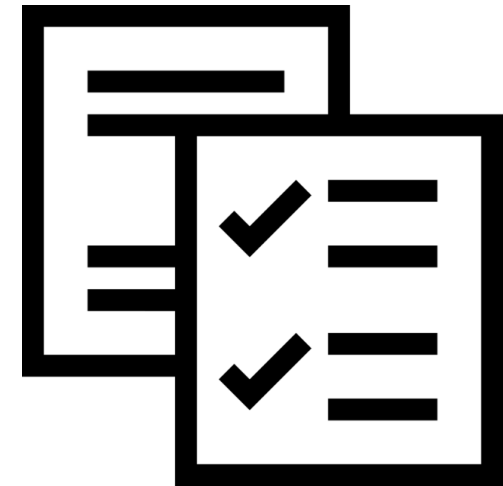
**Payment
Processing**



Reporting




Reconciliation



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



 Print

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** 2023 ▾
By coverage month





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

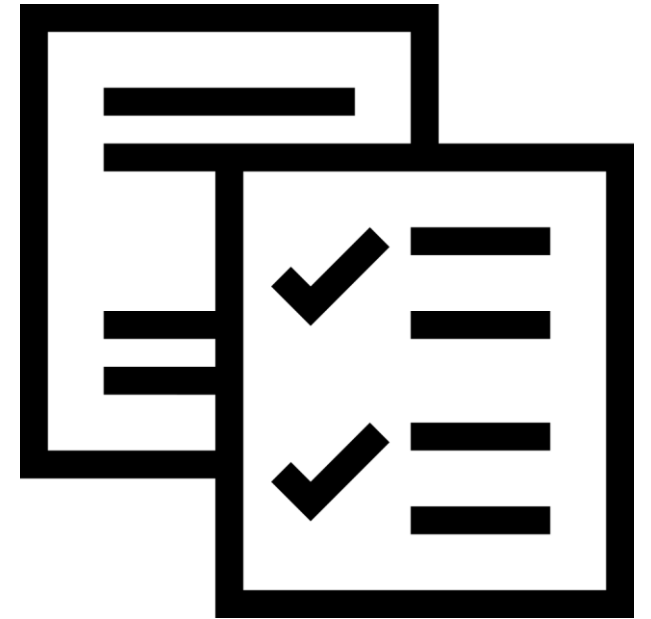
Phased Roll-Out

SAO TeamWorks

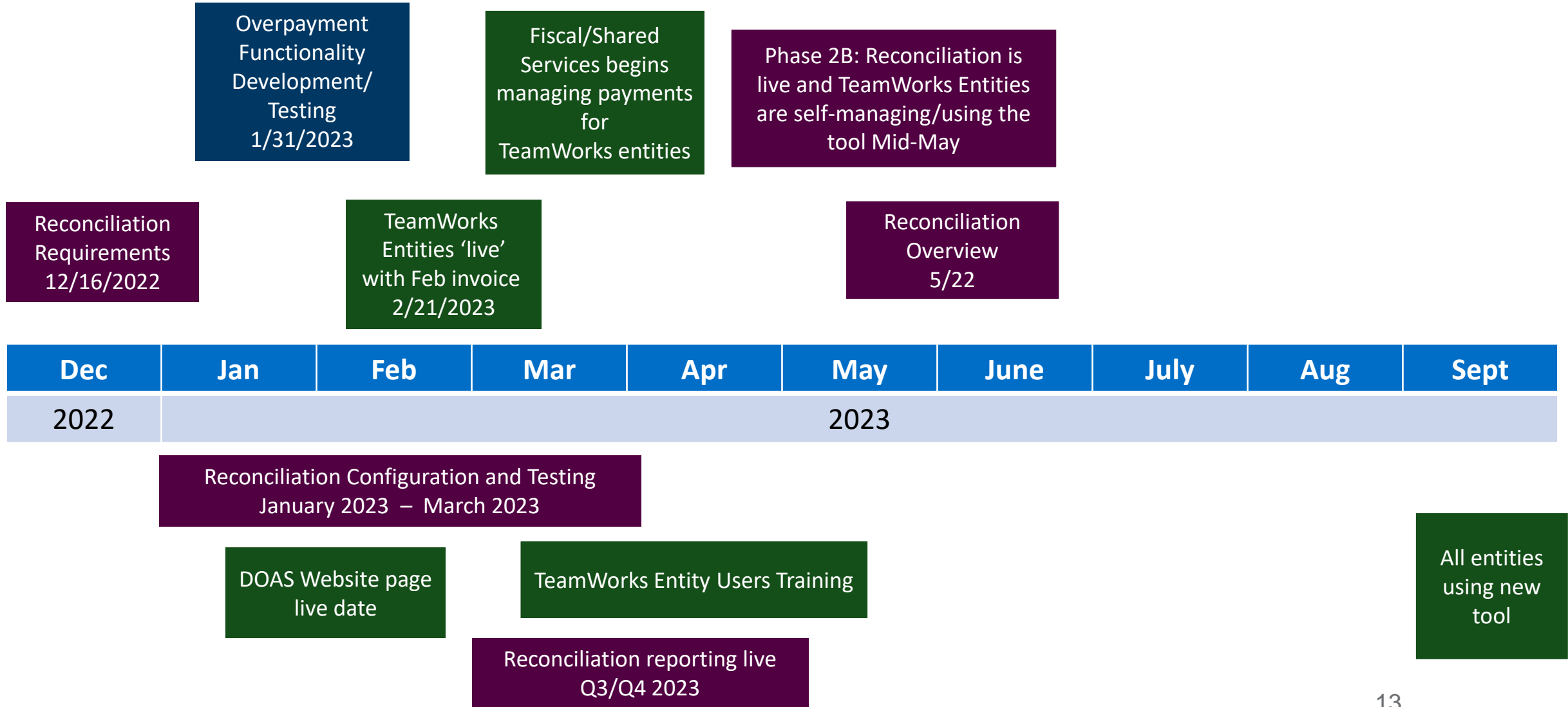
- Strong partnership
- Consistency in payment methods
- DOAS Fiscal and SAO Shared Services
 - ❑ Confirm payments
 - ❑ Gather data to ramp up engagement

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

GaBreeze



Human Resources Administration

