

MSC EVENT EVALUATION REPORT MESSAGES JOB AID

KB 16795

Message	Job Action	Event Auto-Closed	Notes
No message but a Self Service Event appears in the Self Service Event column	New Hire / Rehire eligible for Grad Asst, University Staff, or FA/AS/LI benefits	Yes	Enrollments can be done using Self Service. Otherwise paper forms can be used and the elections must be entered using an ADM Event. Do NOT enter enrollments through the Hire Event
New Hire with Prior Service	Prior WRS State or Local Service > 0	Yes	Employee is unable to enroll using Self Service. Enrollments must be completed using an ADM Event
New Hire	New Hire / Rehire into LMT Benefit Program	Yes	Counsel employee on possible benefit rights and enrollment deadlines for TSA, WDC, and/or FSA plans
End ICI / Medical Option	Job change from University Staff to FA/AS/LI or FA/AS/LI to University Staff	No	ICI enrollment changes must be completed using an ADM Event. A new application for ICI required. May have new opportunity for SGH
Grad Eligible for WRS	Job change from graduate assistant to University Staff or FA/AS/LI appointment	No	Enrollment changes must be completed using an ADM Event. A new application for SGH required. If the employee chooses to enroll in SGL, or ICI, a paper application is required
Grad No Longer WRS Eligible	Job change from University Staff or FA/AS/LI appointment to Graduate Assistant	No	Enrollment changes must be completed using an ADM Event. A new application for SGH is required. HSA, HDHP, Health Opt Out, State Group Life, and Income Continuation Insurance no longer available
Became Benefits Eligible	Job change from Benefit Program LMT to any other Benefit Program, or FA/AS/LI to FA/AS/LI	No	Employee is moving from the LMT Benefit Program to either a Grad or WRS Benefit Program. Enrollment forms are required. Enrollments must be completed using an ADM Event
No Longer Benefits Eligible	Job change from any Benefit Program to the LMT Benefit Program	No	Employee can remain in TSA, WDC, and FSA plans. All other Benefit plans will terminate when the MSC Event is Finalized manually
Transfer	Employee is transferring from another state agency	Yes	Employee is unable to use self-service. The Personnel Transfer form will dictate what benefit plans the employee must be enrolled in using an ADM Event
Program Change Due to %	Job change where Benefit Program does not change: University Staff to University Staff, Grad to Grad, or FA/AS/LI to FA/AS/LI	No	The employee may be changing Benefit Programs because of a change in health insurance contribution between full employer share and the less than half time rate - or it may be due to moving between before tax and after tax Benefit Programs
Health Eligibility Change / Disability Eligibility Change	Job Change for an employee enrolled in SGH or ICI where the plan is still an option	No	Employee is moving from work out of state required to work out of state not required for SGH. Employee has dropped below \$64,000 due to a permanent FTE change for ICI. All enrollment changes must be completed using an ADM Event
Address Change	Address Change	Yes	Employee may be moving out of the HMO or Dental Service Area. Enrollment changes must be completed using an ADM Event

Rehired Annuitant values on this report correspond to values on the UW Benefits Tab: R = Retire Pre 7/2/13 no WRS; W = Retire Pre 7/2/13 elect WRS; S = Retire Post 7/1/13 no WRS; L = Retire Post 7/1/13 elect WRS; and Q = Retire Post 7/1/13 require WRS; N = No.