

SUBJECT: GeorgiaFIRST HRMS Project Release 3.34

PURPOSE: Release of BOR fixes and enhancements (see details below).

TECHNICAL IMPACT:

DATABASE: Your PeopleSoft HRMS database has been upgraded with BOR Release 3.34, and is available. You can verify your release level by navigating to any page, hitting [CTRL][J], and verifying the last three digits of the Application Release field. Please note: during the release process, all server-side cache files are deleted; this may cause performance issues during initial page loads.

WORKSTATION: As with any release, we recommend clearing your internet browser cache files before logging in to your database.

SECURITY: Security modifications are a part of this release. See details below.

Functional Fixes and Enhancements by Module
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BENEFITS

Benefit Plan Table – A new Health Savings Account (Plan Type = 67) benefit plan is added to the Benefit Plan Table to facilitate the set up for the Health Savings Account benefit plan.

Calculation Rules Table – The Calculation Rules Table is modified for Calc Rule ID SUPR to deselect the Special Calculation Routine as of 08/01/2008. Along with the changes in the Life and AD/D Plan Table for Plans RGLFA1, RGLFA2, RGLFA3, RGLFB1, RGLFB2, RGLFB3, employees using Self Service will now see a 1X, 2X, or 3X when looking at their Supp Life Plans in the Benefits Summary. Previously employees saw \$0 under the Coverage due to the use of the Special Calculation Routine that was formerly used. All other plans will continue to employ the Special Calculation Routine.

Comprehensive Benefits Report (BORR025) – This report is modified to exclude the enrollment data for the new Health Savings Account benefit plan.

Deduction Table – A new deduction code of HSA is added to the Deduction Table to facilitate the set up for the Health Savings Account benefit plan.

Note: The Liability Account for HSA is currently left blank in the Deduction Table on the Process page. Institutions will be notified when the account is determined.

FSA Benefits Table – Two new HSA benefits plans are added to the FSA Benefits Table to facilitate the set up for the Health Savings Account benefit plan. Those two benefit plans are: HSAF (Health Savings Account – FAM) and HSAI (Health Savings Account – IND). These two benefit plans are of plan type 67.

Life and AD/D Plan Table – The Life and AD/D Plan Table is modified for Plans RGLFA1, RGLFA2, RGLFA3, RGLFB1, RGLFB2, RGLFB3 so that these plans no longer need to use the Special Calculation Routine as of 08/01/2008. Along with the changes in the Calculate Rules Table for Calc Rule ID SUPR, employees using Self Service will now see a 1X, 2X, or 3X when looking at their Supp Life Plans in the Benefits Summary. Previously employees saw \$0 under the Coverage due to the use of the Special Calculation Routine that was formerly used. All other plans will continue to employ the Special Calculation Routine.

MetLife Dental Interface (BORI040) – This is a new program created to allow users to generate a dental interface file for submission to MetLife.

Path: Board of Regents > BOR Benefits > Providers > MetLife Dental Interface

A new business process BEN 160 – MetLife Dental Interface is created to detail the steps required to run this process.

Provider/Vendor Table – Two new vendors are added to the Provider/Vendor Table:

METLIFE

This new vendor is added as part of the health care provider changes implementation. A Foundation Table Changes spreadsheet will be provided to users later, detailing the steps to change the vendor for the Regents Dental Plan from BCBSGA to MetLife.

Note 1: Users should NOT change the vendor for the Regents Dental Plan at this point because it will cause the Comprehensive Benefits Report (BORR025) to display the Regents dental plan information under the wrong vendor information.

Note 2: For institutions which already have METLIFE set up as one of the vendors, the vendor detailed information is NOT updated by the script.

USBANK

This new vendor is added as part of the set up for the Health Savings Account (HSA) benefit plan administered by US Bank.

US Bank HSA Interface (BORI041) – This is a new program created to allow users to generate either an enrollment file or a contribution file for submission to US Bank.

Path: Board of Regents > BOR Benefits > Providers > US Bank HSA Interface

Note: Users are NOT required to run this process until further notice. A new business process will be created and made available later to detail the steps required to run this process. A Foundation Table Changes Spreadsheet will also be made available to provide instructions on how to add the new HSA plans to the Benefits Program table. Further announcements about this new process will be sent out to the FIRST-LP listserv.

HUMAN RESOURCES

Banner PT Comp (3) Build Trans program (BORI013) – This program is modified to verify that Position Status is Approved (POSN_STATUS='A') and that the Effective Status is Active (EFF_STATUS='A'). Previously this process only verified the Position Status. The modification was delivered on August 27, 2008, via Interim Release 3.33a.

PAYROLL

Create ERS/DEFCON Temp Table (BORIF28A) – This process is modified to allow the process to run to Success when populating August payroll data. Prior to the modifications, certain scenarios which are not present in all databases would cause the process to error out. The modification was delivered on September 10, 2008, via Interim Release 3.33b.

Create VALIC ORP (BORI39D) – This process is modified to add code to get the maximum effective dated row for the appropriate name and address types. The modification was delivered on September 10, 2008, via Interim Release 3.33b.

Populate TRS/ORP Temp Table (BORIF04A) – This process is modified to exclude SUM earnings not processed in the current month in response to Known Issue KI0098. Prior to the modifications, SUM earnings were being included in the TRS/ORP Temp Table regardless of the month of processing, this resulted in erroneous data being included in the TRS/ORP File (BORIF04D) and in some cases resulted in negative amounts as prior month adjustments. The modification was delivered on September 10, 2008, via Interim Release 3.33b.

Print Checks program (PAY003) – This program is modified to resolve the signature card issue encountered by one of the GaFIRST institutions.

Security Fixes and Enhancements

Modifications to Model Security:

BORBHR40 (BOR HR and Ben - Prc) – This permission is modified to turn on the access to the new MetLife Dental Interface and the US Bank HSA Interface.

BOR Query Access Group – This query access group is modified to include the new BOR_DENTAL_DATA record so that benefit users can query against it. This new BOR_DENTAL_DATA holds the dental enrollment information generated by the new MetLife Dental Interface program, BORI040.

Self-Service Functionalities

This section lists the enhancements and fixes delivered in this release for the Self-Service functionalities:

Benefits Home

- Benefits Summary – The representation of the Supplemental Life and AD/D coverage is corrected. Previously employees saw \$0 under the Coverage due to the use of the Special Calculation Routine that was formerly used.

ePAR Functionalities – Pilot Availability

This section lists the enhancements and fixes delivered in this release for the ePAR functionalities. Please note that ePAR is currently a pilot project and is not available at all schools.

- ePAR Return From Leave Transaction – The Administrator e-mail notification for this transaction is modified so that Administrators can now access the transaction from the link contained in the e-mail notification.

eRecruit Functionalities – Pilot Availability

This section lists the enhancements and fixes delivered in this release for the eRecruit functionalities. Please note that eRecruit is currently a pilot project and is not available at all schools.

- eRecruit E-Mail Notification – The Applicant e-mail notification is modified to eliminate incorrect message when “Employee” is chosen as the referral source in the on-line application.
- eRecruit Purge Date on Applicant Data – Purge Date is now populated based on the Application Date. Previously the Purge Date was populated based on Status Date, which may not coincide with the Application Date. Please note that the Purge Date is only populated automatically for applicants who apply through eRecruit.

- **RELEASE DOCUMENTATION:** Detailed Release documentation is available at the HRMS/GeorgiaFIRST website: <http://www.usg.edu/gafirst/hrms> - Release Information - Current Release.

The following business processes have been recently created or updated, and are available for viewing on our website:

- BEN 160 – MetLife Dental Interface – This new business process details the steps needed to run the new MetLife Dental Interface.
- GEN 110 – Record Field Auditing – Modified to add new bullet item in General Information section on when PSAUDIT will not be updated. Added a new Note in the Procedure about not using the Check All Fields option, but using the AUDIT_STAMP field to query for the date in question.
- HR 415 – Create Faculty Transaction – Modified to add the new Case Return status to the Case Status field on the Case Review page.
- PAY 490 – Reimbursing Moving Expense – Modified to add two new notes to Step 3 on Page 3 regarding multiple departments and proration of taxes.
- RPT 370 – VALIC Electronic File Exchange Process – This new business process details the steps needed to run the new VALIC Interfaces.

Note: A summary of changes to the Business Processes may be viewed by clicking the ‘here’ link displayed at the top of the Business Process when opened directly from the HRMS web site. The changes may also be viewed by opening the Business Process and going to File>Properties>Summary>Comments.

The following other documentation has also been recently created or updated, and is available for viewing on our website:

- Known Issues – (Documentation>Known Issues)
 - KI0098 – SUM Paygroup Creating negative amounts in TRS Monthly Reporting for August
- MFE and HRDM – (Documentation>MFE and HRDM)
 - Removed the META Data Spreadsheet
 - Added PeopleSoft to HRDM Spreadsheet, HRDM Data Dictionary, and Appendix – HRDM Valid Values Index
- Self Service – (Documentation>Self Service)
 - Updated the Employee Self Service Help document to reflect the URL changes to the UPK training site.
- Releases – (Release Information)
 - Added Release Announcement for Interim Release 3.33a (08/27/08)
 - Added Release Announcement for Interim Release 3.33b (09/10/08)
- Training – (Documentation>Training)
 - Updated the Employee Self Service Help document to reflect the URL changes to the UPK training site.

NEXT SCHEDULED RELEASE: The next scheduled release for Version 8 – 3.35 – is tentatively scheduled for December 15, 2008.