

Hot Off The Press

Screen 106 changes

For many years, all Change Dates on Screen 106 would default to the first day of the coming month if the processor did not enter a Change Date when updating coverage. The System Human Resources Office (SHRO), after meeting with other Human Resource offices across the System, has decided to 'de-automate' the Change Date field for all insurance coverages on Screen 106. Effective after normal business hours Friday, May 27, 2005, **insurance processors will need to enter Change Dates manually when altering coverage.** If an update occurs on Screen 106 that would have previously caused the change date to be updated, and the Change Date is not updated, a warning message will be displayed letting the processor know the Change Date was not modified and the database has been updated. An often over looked instance when Change Dates should be modified is when the Tobacco-user flag is changed. Please remember to update the LTD and OL Change Dates if the Tobacco-user flag is changed. For more information on the Change Date, see question #6 on the Insurance FAQ's on the BPP web site.

This change will be implemented after normal working hours Friday, May 27, 2005, rather than on June 1st as previously announced. Please e-mail BPPHELP@tamu.edu if you have problems or questions.

