



Base Benefits Overview

Section 1

Introduction	This section provides an overview of the processing of Base Benefits in EHRP.
PAR Processing	<p>During the Hire process, the user will identify the employee's eligibility for Federal Employee Health Benefits (FEHB) by accessing the Benefits/FEHB Data link on the Job page in the Administer Workforce module.</p> <p>In order to enroll the employee in their eligible benefit plans, the user would process the benefit plan selections Administer Base Benefits module. When the user enrolls employees in their benefit plans, the user also enrolls dependents and assigns beneficiaries, as applicable.</p>
Chapter Contents	<p>Section 2 covers the steps the user will follow to enter dependent and beneficiary data into one central location in the system.</p> <p>Section 3 details the processing of the employee's Health Benefits.</p> <p>Section 4 contains detailed steps the user will take to process an employee's Thrift Savings Plan (TSP) contributions.</p> <p>Section 5 gives direction on how to access Management Information in EHRP.</p>



BASE BENEFITS
