

Automating Benefits Enrollment

Benefits enrollment can be a rigorous, paper-intensive process for many HR departments. With the ever-increasing cost of health insurance and other employee benefits, it's important to identify effective cost-containment strategies. One such strategy is to leverage technology and the efficiency that can result from Online Benefits Enrollment Software.

What is Online Benefits Enrollment Software?

Online benefits enrollment software allows employees to use the Internet (or their company network) to access information about benefit policies and prices. Employees are guided through the process of selecting the benefits they wish to participate in and enter the necessary information into online enrollment forms. This data is immediately available to HR for review & approval and can automatically update the HRMS system, *thus eliminating duplicate data entry*.

The system can also provide HR staff with online tracking and reporting features that allow them to easily monitor the progress of each employee through the open enrollment process. Automatic email reminders can be delivered to employees who have not completed the enrollment process in a timely manner. In addition, newly hired employees can enroll in benefit plans and current employees can update information from life events that impact their benefits.

What is the Bottom Line Value it Can Bring to My Company?

- **Reduced HR Call Volume** – because employees have direct access to a tremendous amount of detail during the online enrollment process, they are able to quickly find answers to common questions on their own.
- **Shorter Cycle Times** – According to Sage Software, a paper-based open enrollment process can take 6 to 8 weeks (from assembly & distribution of forms to manual completion and return of those forms to the HR department). Online benefits enrollment software can cut that process down to 3 weeks or less.
- **Eliminate Duplicate Data Entry** – you can completely eliminate duplicate data entry with an online benefits enrollment solution that integrates with your existing HRMS software.
- **Reduce Material Costs** – paper, printing and postage are all but eliminated by removing paper from the process and directing employees to electronic resources for forms and benefits explanation.

Benefits Enrollment for Sage Abra HRMS

Your Sage Abra system offers a Benefits Enrollment module that will save your company countless hours and piles of paperwork. **Sage Abra Benefits Enrollment** takes the powerful benefits management solution of Abra HR to the next level by empowering employees to make their own benefits elections online through the Internet or intranet. Easy, step-by-step wizards guide administrators through the benefit plan set-up process, and walk employees through open enrollment. It even includes year-round life events management that allows employees to

update information such as marital status and dependents. Perhaps best of all, it's completely integrated with your Sage Abra HRMS system which eliminates duplicate data entry.

With Sage Abra Benefits Enrollment, your HR department will be less engaged in routine and time-consuming clerical tasks and more focused on improving strategic initiatives such as employee recruitment, compensation strategies and career development planning. Save paper, time and money with Sage Abra Benefits Enrollment.