

How to Enroll

1 Learn about the benefits available to you

- Visit the Genesys benefits website: <https://mygenesysbenefits.com/>

2 Log on to Workday

- Enroll or make changes by logging into Workday from your Okta page.

3 Choose your benefits for 2024

- If you elect one of the HDHP plans through UMR, you will need to also elect the Health Savings Account (HSA) in order to receive the semi-monthly employer HSA contributions, even if you are not making an employee HSA contribution.
- **Make sure to review your benefit elections, dependents and beneficiaries carefully.**
- When you are finished with your elections, make sure you click “Submit” to finalize. *(Once finalized, you cannot go back to make changes)*

4 Print or Save Your Confirmation Statement

- After completing your enrollment, print or save copy of your 2024 elections as a pdf and retain a copy for your records.

GENESYS

Search


Menu

Inbox

Good Morning, Ted Lasso

It's Tuesday, September 12, 2023

Awaiting Your Action

 **Benefit Change – New Hire: Ted Lasso on 01/02/2024**





[Go to All Inbox Items \(1\)](#)

Timely Suggestions


Here's where you'll get updates on your active items.

Recommended for You

Your Top Apps

-  Benefits
-  Benefits and Pay
-  Absence
-  Career

[View All Apps](#)



It's time to enroll!

- Upon logging into Workday, you will see the benefit enrollment task awaiting your action. Click the task followed by the “Let’s Get Started” button to begin.

MENU GENESYS Search

Update Your Information

Health Information

Tobacco Use

Question Have you used tobacco in any form in the past 12 months?

Answer * Yes No

Continue Cancel

You will first be prompted to provide information on Tobacco use. This answer will affect certain voluntary plan pricing.

Once you have selected the appropriate answer, click continue. You will then move forward to a plan menu screen with all available plan options.

MENU GENESYS Search

Information Updated

Thanks for updating your information.

Next up, you'll confirm benefits you'd like to keep the same, or add any changes you'd like to make.

Continue Cancel

MENU GENESYS Search

Projected Total Cost Per Paycheck
\$0.00

Health Care and Accounts

Medical - USA Waived Enroll	Dental - USA Waived Enroll	Vision - USA Waived Enroll
Hospital Indemnity - USA Waived Enroll	Accident Insurance - USA Waived Enroll	Health Savings Account - USA Waived Enroll
FSA - Medical - USA Waived Enroll	FSA - Dependent Care - USA Waived Enroll	

Insurance

[Review and Sign](#) [Save for Later](#)


Review the benefit plans available to you.

- Click "Enroll" on each plan to view details and waive or select this coverage.
- Click "Manage" to view coverage on plans you are already enrolled in.

Insurance

Basic Life - USA NYL (Employee) Cost per paycheck Included Coverage 2 X Salary Manage	Basic AD&D - USA NYL (Employee) Cost per paycheck Included Coverage 2 X Salary Manage	Voluntary Life - USA Waived Enroll
Spouse Voluntary Life - USA Waived Enroll	Child Voluntary Life - USA Waived Enroll	Voluntary AD&D - USA Waived Enroll
Spouse Voluntary AD&D - USA Waived Enroll	Child Voluntary AD&D - USA Waived Enroll	Long Term Disability (LTD) - USA NYL (Employee) Cost per paycheck Included Coverage 66.67% of Salary Manage
Critical Illness - USA Waived Enroll	Critical Illness Spouse or DP - USA Waived Enroll	

[Review and Sign](#) [Save for Later](#)



MENU GENESYS Search

Medical - USA

Projected Total Cost Per Paycheck
\$0.00

Plans Available

Select a plan or Waive to opt out of Medical - USA. The displayed cost of waived plans assumes coverage for Employee Only.

3 items

*Selection	Benefit Plan Details	You Pay (Semimonthly)	Company Contribution (Semimonthly)
<input type="radio"/> Select <input checked="" type="radio"/> Waive	UMR HDHP 1	\$21.00	\$164.66
<input type="radio"/> Select <input checked="" type="radio"/> Waive	UMR HDHP 2	\$26.50	\$311.94
<input type="radio"/> Select <input checked="" type="radio"/> Waive	UMR PPO	\$112.50	\$261.90

Health Care Instructions

General Instructions

When you enroll in a High Deductible Plan (HDHP), you may also enroll in a Health Savings Account.

Confirm and Continue **Cancel**

Click the "Select" button next to any plan you wish to enroll in.

To add, review or remove dependents on a plan, click "Confirm and Continue".

View plan rates by clicking on link under "Benefit Plan Details"

MENU GENESYS Search

Medical - USA

Projected Total Cost Per Paycheck
\$0.00

Plans Available

Select a plan or Waive to opt out of Medical - USA. The displayed cost of waived plans assumes coverage for Employee Only.

3 items

*Selection	Benefit Plan Details	You Pay (Semimonthly)
<input type="radio"/> Select <input checked="" type="radio"/> Waive	UMR HDHP 1	\$21.00
<input type="radio"/> Select <input checked="" type="radio"/> Waive	UMR HDHP 2	\$26.50
<input type="radio"/> Select <input checked="" type="radio"/> Waive	UMR PPO	\$112.50

UMR HDHP 1

You Pay (Semimonthly)

- \$21.00 Employee Only
- \$109.50 Employee + Spouse
- \$88.00 Employee + Children
- \$160.00 Employee + Family
- \$109.50 Employee + Domestic Partner
- \$88.00 Employee + Domestic Partner Children
- \$160.00 Employee + Children + Domestic Partner
- \$160.00 Employee + Domestic Partner + DP Children
- \$160.00 Employee + Domestic Partner + Children + DP Children

Confirm and Continue **Cancel**



MENU GENESYS Search

Medical - USA - UMR HDHP 1

Projected Total Cost Per Paycheck
\$21.00

Dependents

Add a new dependent or select an existing dependent from the list below.

Coverage * Employee Only

Plan cost per paycheck \$21.00

Add New Dependent

Health Care Instructions

General Instructions

When you enroll in a High Deductible Plan (HDHP), you may also enroll in a Health Savings Account.

Save Cancel

Add Dependents

- If you do not have dependents, click “save” and continue on.
- To add, click “Add New Dependent” and then enter dependent’s information on next screen.

MENU GENESYS Search

Add My Dependent From Enrollment 01/10/2023

Name

Country *

Prefix

First Name *

Middle Name

Last Name *

Suffix

Personal Information

Relationship *

Date of Birth *

Age 0 years, 0 months, 12 days

Gender * **Male**

Citizenship Status

Tobacco Use Uses Tobacco * Yes No

Full-time Student


Student Status Start Date

Student Status End Date

Disabled

Allow Duplicate Name

Save Cancel



Add My Dependent From Enrollment

Name

Country *

Prefix

First Name *

Middle Name

Last Name *

Suffix

Allow Duplicate Name

Personal Information

Relationship *

Date of Birth *

Age 0 years, 0 months, 12 days

Gender *

Citizenship Status

Tobacco Use Uses Tobacco

* Yes No

Full-time Student

Student Status Start Date

Student Status End Date

Disabled

Save **Cancel**

Add Dependents – continued

- Fill in all required fields including: Legal name, DOB, gender, tobacco use, home address and SSN.
- To enter SSN, click on “Add” under National IDs. If SSN is not available, please state why.

Repeat this process for all dependents. Ensure check box is checked next to all who need to be enrolled within each benefit plan section.

Dependents

Add a new dependent or select an existing dependent from the list below.

Coverage * Employee + Children

Plan cost per paycheck \$88.00

Add New Dependent

1 item

Select	Dependent	Relationship	Date of Birth
<input checked="" type="checkbox"/>	Test Only	Child	09/01/2023

You have dependents covered under your health care plan without a Social Security Number. Enter their Social Security Number (SSN) or Reason SSN is Not Available if you don't have access to their number at this time.

Dependent Social Security Numbers 1 item

Dependent	*Social Security Number
Test Only	<input type="radio"/> Social Security Number (SSN) <input type="text"/> <input checked="" type="radio"/> Reason SSN is Not Available <input type="text"/>

Health Care Instructions









General Instructions

When you enroll in a High Deductible Plan (HDHP), you may also enroll in a Health Savings Account.

Save **Cancel**



Insurance

<p>REVIEWED</p> <p> Basic Life - USA NYL (Employee)</p> <p>Cost per paycheck: Included Coverage: 2 X Salary</p> <p>Manage</p>	<p>REVIEWED</p> <p> Basic AD&D - USA NYL (Employee)</p> <p>Cost per paycheck: Included Coverage: 2 X Salary</p> <p>Manage</p>
<p> Voluntary Life - USA Waived</p> <p>Enroll</p>	<p> Spouse Voluntary Life - USA Waived</p> <p>Enroll</p>
<p> Child Voluntary Life - USA Waived</p> <p>Enroll</p>	<p> Voluntary AD&D - USA Waived</p> <p>Enroll</p>
<p> Spouse Voluntary AD&D - USA Waived</p> <p>Enroll</p>	<p> Child Voluntary AD&D - USA Waived</p> <p>Enroll</p>

[Review and Sign](#)

[Save for Later](#)



Automatic Enrollment:
You are automatically enrolled in the Basic Life, Basic AD&D and disability plans.

Optional Enrollment:
You can choose to elect additional life and AD&D insurance for yourself, your spouse and your child(ren). You can also enroll in Critical Illness insurance for yourself or spouse.

Insurance



Basic Life - USA

NYL (Employee)

REVIEWED

Cost per paycheck Included

Coverage 2 X Salary

Manage



Basic AD&D - USA

NYL (Employee)

Cost per paycheck Included

Coverage 2 X Salary

Manage



Voluntary Life - USA

NYL (Employee)

Cost per paycheck \$2.26

Coverage 1 X Salary

Manage

Plans Available

1 item

Benefit Plan	*Selection	You Pay (Semimonthly)	Company Contribution (Semimonthly)
NYL (Employee)	<input checked="" type="radio"/> Select <input type="radio"/> Waive	Included	

Confirm and Continue

Cancel

Click into each enrolled insurance plan to designate beneficiaries.

Note: This process will need to be done separately for each plan.

Then, click “Confirm and Continue” to move forward to the beneficiary designation page. Clicking “Cancel” will bring you back to the main menu.

MENU GENESYS Search

Basic Life - USA - NYL (Employee)

Projected Total Cost Per Paycheck
\$88.00

Coverage

←

Calculated Coverage \$315,000.01

Coverage 2 X Salary

Plan cost per paycheck Included

Beneficiaries

Select an existing or add a new beneficiary person or trust to this plan. You can also adjust the percentage allocation for each beneficiary.


Primary Beneficiaries 0 items

	Beneficiary	Percentage
No Data		

Secondary Beneficiaries 0 items

	Beneficiary	Percentage
No Data		

Save Cancel



View insurance coverage amount at top of page.

To add a beneficiary, click the (+) icon and select either existing or new.

- If adding a new beneficiary, you will need to enter in their personal information on the next page.

Basic Life - USA - NYL (Employee)

Projected Total Cost Per Paycheck
\$88.00

Coverage

Calculated Coverage \$315,000.00

Coverage 2 X Salary

Plan cost per paycheck Included

Beneficiaries

Select an existing or add a new beneficiary person or trust to this plan. You can also adjust the percentage allocation for each beneficiary.

Primary Beneficiaries 1 item

Beneficiary	Percentage
<input type="text" value="Teddy Bear Lasso"/>	<input type="text" value="0"/>

Secondary Beneficiaries 0 items

Beneficiary	Percentage
No Data	

Save

Cancel



Select percentage desired for each listed beneficiary.

Note: Total percentage needs to equal 100.

If you'd like to designate contingent or secondary beneficiaries, add them under the "Second Beneficiaries" section.

Note: Total percentage needs to equal 100.

Click "save" or "cancel" to return to main page. Repeat this process for all life and AD&D insurance plans.





Additional Benefits:

You are automatically enrolled in the Lyra Employee Assistance Program, Brightplan Financial Wellness plan and Business Travel Accident Insurance.


You can choose to enroll in Legal Services.

Click “Review and Sign” to move to summary page, or “Save for Later” to save your elections so you can come back to them.

Additional Benefits

 Employee Assistance Program (EAP) Lyra Health EAP Services - USA	 Financial Wellness - USA BrightPlan Financial	 Legal Services - USA Waived
Cost per paycheck: Included Coverage: Employee	Cost per paycheck: Included	
Manage	Manage	Enroll
 Business Travel Accident Chubb		
Cost per paycheck: Included		
Manage		

[Review and Sign](#) [Save for Later](#)



View Summary

Projected Total Cost Per Paycheck
\$88.00

Selected Benefits 5 items

Plan	Coverage Begin Date	Deduction Begin Date	Coverage	Dependents	Beneficiaries	Cost
Medical - USA UMR HDHP 1	01/01/2024	01/01/2024	Employee + Children	Teddy Bear Lasso		\$88.00
Basic Life - USA NYL (Employee)	01/01/2024	01/01/2024	2 X Salary		Teddy Bear Lasso	Included
Basic AD&D - USA NYL (Employee)	01/01/2024	01/01/2024	2 X Salary			Included
Long Term Disability (LTD) - USA NYL (Employee)	01/01/2024	01/01/2024	66.67% of Salary			Included
Financial Wellness - USA BrightPlan Financial	01/01/2024	01/01/2024				Included

Waived Benefits 16 items

Plan	Coverage Begin Date	Deduction Begin Date	Coverage	Dependents	Beneficiaries	Cost

Submit

Cancel

Make sure to carefully review your enrollments and related costs to ensure they are accurate.

If any changes are needed, click “Cancel” at the bottom of the page to return to the previous screen. To save the task for later to come back to, then click “Save for Later” on previous screen.

When ready to finalize, click “Submit”. You will NOT be able to make changes after you click Submit.

You've submitted your elections.

Congratulations on submitting your elections. **Please print your Benefits Statement for your records.**

Short Term Disability (STD) is included for all employees, but will not show on this page.

[View 2024 Benefits Statement](#)

It is recommended to download a PDF of your benefits statement for your records. Click the "View 2024 Benefits Statement" button after submitting, then choose "Print" at the bottom of the next page.

Congratulations on submitting your elections. **Please print your Benefits Statement for your records.**

Short Term Disability (STD) is included for all employees, but will not show on this page.

Elected Coverages 8 items

Benefit Plan	Coverage Begin Date	Deduction Begin Date	Coverage	Calculated Coverage	Dependents	Beneficiaries
Medical - USA - UMR HDHP 1	01/15/2024	01/15/2024	Employee + Children		Teddy Bear Lasso	
Health Savings Account - USA - HealthEquity < age 55	01/15/2024	01/15/2024	\$6,800.00 Annual			
Basic Life - USA - NYL (Employee)	01/15/2024	01/15/2024	2 X Salary			Teddy Bear Lasso
Basic AD&D - USA - NYL (Employee)	01/15/2024	01/15/2024	2 X Salary			
Long Term Disability (LTD) - USA - NYL (Employee)	01/15/2024	01/15/2024	66.67% of Salary			
Employee Assistance Program (EAP) - Lyra Health EAP Services - USA	01/15/2024	01/15/2024	Employee			
F... - USA - BrightPlan	01/15/2024	01/15/2024				

[Print](#)

Evidence of Insurability ALERT: EOI Request for



No Reply - Genesys
To



Mon 10/23/2023 8:28 AM

Hi

This Benefit Election ALERT is to notify you that the recent Benefit Election you made for the Benefit Plans listed below requires Evidence of Insurability review and approval by New York Life.

Benefit Plan(s):
Voluntary Life - USA - NYL (Employee)

Please use the link: [NYL EOI Portal](#) to securely login to the NYL EOI Portal to continue your process.

Thank you,
benefits.team@genesys.com

*This email was sent to your work email.

If your voluntary life insurance election requires Evidence of Insurability (EOI), you will receive an email within a couple weeks of submitting your elections. Use the link provided in the email to access EOI form to complete.

Note: Until your EOI is approved, your coverage will remain at the guaranteed issue amount.

Need Help Enrolling in Workday?
Contact HRIS at hris@genesys.com

Questions about benefits?
Contact the Benefits team at benefits.team@genesys.com