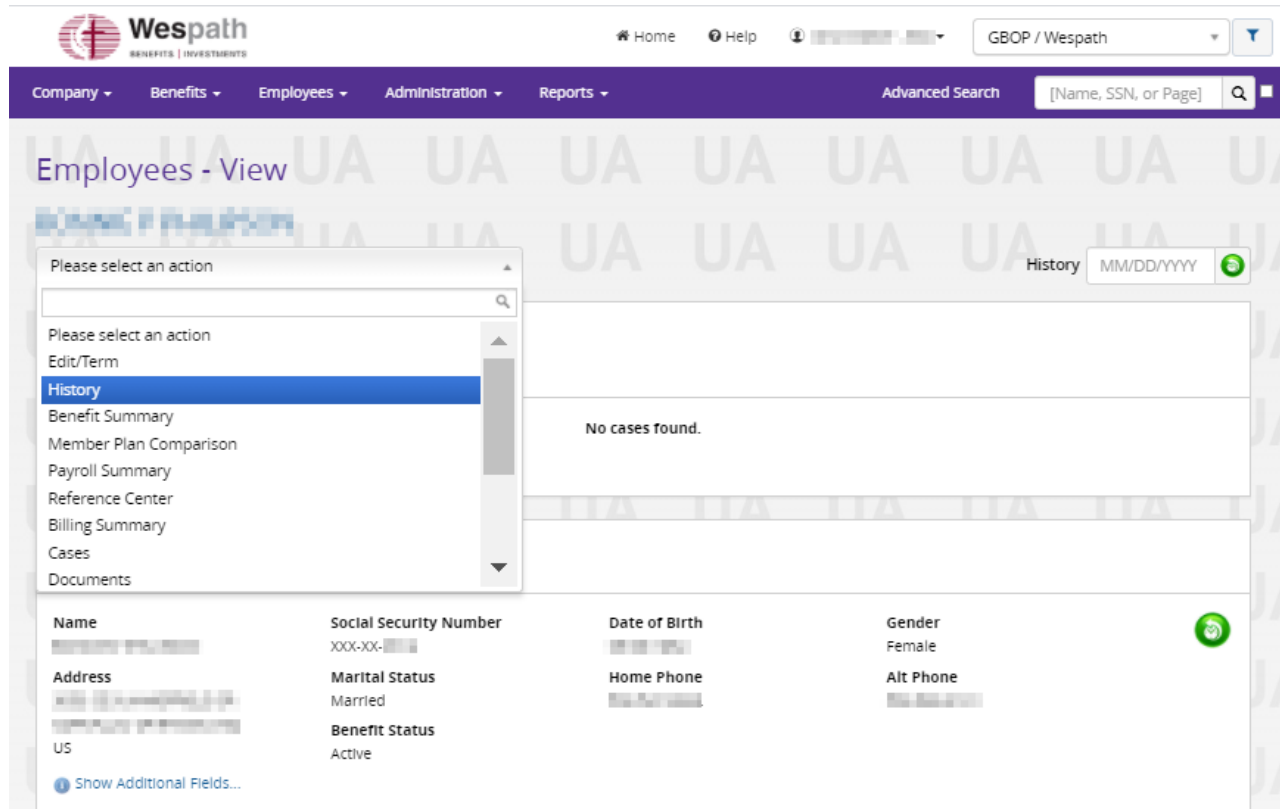


Qualifying and Disqualifying Members

1. Navigate to Edit/Term in the Action Dropdown Menu on the member's record.



The screenshot shows the Wespath interface for an employee record. The top navigation bar includes 'Home', 'Help', and a dropdown menu for 'GBOP / Wespath'. Below this is a purple navigation bar with 'Company', 'Benefits', 'Employees', 'Administration', and 'Reports'. An 'Advanced Search' field is present with the placeholder '[Name, SSN, or Page]'. The main content area is titled 'Employees - View' and contains a 'History' section with a date input field 'MM/DD/YYYY'. A dropdown menu is open, listing actions: 'Please select an action', 'Edit/Term', 'History', 'Benefit Summary', 'Member Plan Comparison', 'Payroll Summary', 'Reference Center', 'Billing Summary', 'Cases', and 'Documents'. The 'History' section displays 'No cases found.' Below this is a table of member information:

Name	Social Security Number	Date of Birth	Gender
[REDACTED]	XXX-XX-XXXX	MM/DD/YYYY	Female
Address	Marital Status	Home Phone	Alt Phone
[REDACTED]	Married	[REDACTED]	[REDACTED]
US	Benefit Status		
	Active		

A 'Show Additional Fields...' button is located at the bottom left of the information table.

2. Click the Life Event button and select Virgin Pulse Qualification.

Wespath
BENEFITS | INVESTMENTS

Home Help Margaret Kaur

Benefits Employees Administration Reports Advanced Search [Name, SSN, or Page]

Reason for Change

Please select an action

Search Reasons for Change

Select the reason for change that applies and enter the date of the event. The Date of Event field should be populated with the actual date, i.e. date of birth, date of marriage, date of termination. Coverage effective dates and termination dates will automatically be calculated based on the date of event entered. If entering a coverage correction/change, enter the effective date of the change.

▼ LIFE EVENT
Examples:
Marriage/Divorce
Birth/Death

- Birth or Adoption
- Death of a Dependent
- Divorce
- Employee or Dependent Gains Other Coverage
- Employee or Dependent Loses Coverage
- HSA Update
- Marriage
- Virgin Pulse Qualification

3. Enter the effective date of the qualification or disqualification. It is important to note the date of the event will terminate the previous election (whether the member is qualified or not) on the day prior to the date entered here.

Virgin Pulse Qualification

What date are resulting changes effective?

MM/DD/YYYY

Save Settings

Cancel Continue

4. Click Continue to proceed.

Virgin Pulse Qualification



What date are resulting changes effective?

MM/DD/YYYY

Save Settings

Based on the date entered

- Any add or change in coverage will be effective on: **06/01/2021**
- Any coverage dropped or no longer continued will be terminated on: **05/31/2021**

[▶ Show Plan Exceptions](#)

Cancel

Continue

5. Select Edit under Election Information.


Benefits ▾ Employees ▾ Administration ▾ Reports ▾ Advanced Search

The following information summarizes your elections, pending approval. After you have verified that all of your information is correct, click the "Approve" button. If you would like to make changes or new selections, click on the "Edit" link to the right of the area that you would like to change. All elections are subject to HealthFlex Plan eligibility rules.

If you do not click "Approve", any changes or new elections will not be saved.

Review Enrollment

for **SUELL, CARRON**



You're almost done! Please review your enrollment below.
You must click the **Approve** button before you will be enrolled in any plans.

Your Elections

[View All Details](#)

Plan	Coverage	Employee Cost Monthly	
Virgin Pulse Qualified View Details	SUELL, CARRON Employee and Spouse	\$0.00	Edit

6. Select "In want coverage" and select the members to cover, select the plan, then choose "Next"

Virgin Pulse



A cancer diagnosis for you or someone you love can be very scary. The unforeseen healthcare expenses and time away from work also make it very costly. Cancer insurance can help bridge the gap by paying out a lump sum cash benefit or reimbursing a provider when there's a covered diagnosis.

Would you like to enroll in Virgin Pulse coverage?

I Want Coverage Drop Coverage



A Note From Your Employer

Please make your Virgin Pulse election.

Who would you like to cover with Virgin Pulse coverage?

<input checked="" type="checkbox"/> [Name] (Required)		
Effective Date	Term Date	Status
01/01/2013		Approved
<input checked="" type="checkbox"/> [Name]		
Effective Date	Term Date	Status
01/01/2013		Approved

Qualified

Monthly Premium
\$0.00
Employee and Spouse

[Plan Details](#) Selected

Coverage	Employee and Spouse
Covered Members	██████████
Plan	Qualified
Cost	\$0.00

← Previous
Next →

7. Approve the election in the Review Enrollment screen.

Review Enrollment

for ██████████ ██████████



You're almost done! Please review your enrollment below.
 You must click the **Approve** button before you will be enrolled in any plans.

Your Elections

[View All Details](#)

My Security		
Plan	Coverage	Employee Cost <small>Monthly</small>
Virgin Pulse <small>Qualified</small> View Details	██████████ Employee and Spouse	\$0.00 Edit

<p>▼ Continuation Information</p> <div style="border: 1px solid #ccc; padding: 5px;"> <p> Continuation Information</p> <p style="text-align: right;">View Details Edit</p> </div>

Total Cost	\$0.00 <small>Monthly</small>
-------------------	-----------------------------------------

*Total participant cost represents the total approved cost of benefits included on the summary. Other benefits not displayed are not included.

The information submitted may be subject to further review and/or approval. The deduction amounts are based on rates and calculations stored in the benefitsolver system at the time of elections. To verify actual elections and/or deduction amounts, please contact your benefits administrator or plan sponsor.

Every effort has been made to report information accurately, but the possibility of error exists. In case of any conflict between your benefits election confirmation and an official plan document, the plan document will be the final authority. Please note, some insurance coverage elections only become effective upon approval of your evidence of insurability (EOI) by the carrier.


← Back
✔ Approve

8. To drop coverage completely, click Select next to Drop Coverage.

Benefits ▾ Employees ▾ Administration ▾ Reports ▾ Advanced Search [Name, SSN, or Page] 🔍

SUE OWEN
Virgin Pulse Qualification 1. Election Information ▾ 2. Review

Virgin Pulse



A cancer diagnosis for you or someone you love can be very scary. The unforeseen healthcare expenses and time away from work also make it very costly. Cancer insurance can help bridge the gap by paying out a lump sum cash benefit or reimbursing a provider when there's a covered diagnosis.

Would you like to enroll in Virgin Pulse coverage?

I Want Coverage Drop Coverage

9. Choose "Next" from the Review Page

Please make your Virgin Pulse election.

I Want Coverage

Drop Coverage

Select your plan

Your Cost Monthly

Select

Qualified

Plan Pricing

Employee Only	\$0.00
Employee and Spouse	\$0.00
Employee and Children	\$0.00
Family	\$0.00



Plan:

Coverage Dropped

[← Previous](#)

[Next >](#)

10. Approve the election in the Review Enrollment Screen

My Security		
Plan	Coverage	Employee Cost Monthly
Virgin Pulse ✖ Coverage Terminated View Details		\$0.00 Edit
▼ Continuation Information		
Continuation Information		View Details Edit
Total Cost		\$0.00 Monthly

*Total participant cost represents the total approved cost of benefits included on the summary. Other benefits not displayed are not included.

The information submitted may be subject to further review and/or approval. The deduction amounts are based on rates and calculations stored in the benefitsolver system at the time of elections. To verify actual elections and/or deduction amounts, please contact your benefits administrator or plan sponsor.


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[← Back](#) [✔ Approve](#)

11. To add or remove a spouse from coverage, simply check or uncheck the box next to the spouse name. "Next" at the bottom of the screen.

Would you like to enroll in Virgin Pulse coverage?

I Want Coverage Drop Coverage



A Note From Your Employer

Please make your Virgin Pulse election.

Who would you like to cover with Virgin Pulse coverage?

[Name] (Required)

Effective Date	Term Date	Status
01/01/2013		

[Name]

Effective Date	Term Date	Status
01/01/2013		

Qualified

Monthly Premium

[Plan Details](#) **Selected**


Coverage	Employee Only
Covered Members	1
Plan	Qualified
Cost	\$0.00

[< Previous](#) **Next >**

12. Click Approve when you have review the Election Overview page and verified coverage is correct.
Qualifying:

Review Enrollment


for **XXXXXX XXXXX**




You're almost done! Please review your enrollment below.
You must click the **Approve** button before you will be enrolled in any plans.

Your Elections

[View All Details](#)

My Security		
Plan	Coverage	Employee Cost Monthly
Virgin Pulse Qualified View Details	 Employee Only	\$0.00 Edit

▼ Continuation Information

 Continuation Information

[View Details](#) [Edit](#)

Total Cost \$0.00
Monthly

*Total participant cost represents the total approved cost of benefits included on the summary. Other benefits not displayed are not included.

The information submitted may be subject to further review and/or approval. The deduction amounts are based on rates and calculations stored in the benefitsolver system at the time of elections. To verify actual elections and/or deduction amounts, please contact your benefits administrator or plan sponsor.


Every effort has been made to report information accurately, but the possibility of error exists. In case of any conflict between your benefits election confirmation and an official plan document, the plan document will be the final authority. Please note, some insurance coverage elections only become effective upon approval of your evidence of insurability (EOI) by the carrier.

[← Back](#) [✔ Approve](#)

13. You will receive a Confirmation Number that will verify the qualification or disqualification has been successfully completed.

Thank You!

Change Complete for 

 Transaction Complete

 [Benefit Summary PDF](#)

Your changes have been submitted.

To add a note to this member's record for the change you just made, [click here](#).

To search for a new employee, [click here](#).

Confirmation Number

128-00-66-7444

[← Home](#)

[Logout](#)