



People First E-Newsletter

Governor Charlie Crist ♦ Department of Management Services ♦ Secretary Linda South

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Service Center Hours

Monday through Friday
8:30 a.m. to 5:30 p.m. EDT

Service Center Numbers

866-663-4735
866-221-0269 TTY

Benefits Screens to Get New Look

Later this year the benefits screens will look and navigate more like the rest of the People First system. You'll be able to do and see more. For example, you'll be able to:

- Check the system to see if dependent documentation has been received and approved
- Access additional data and informational links; for example, requirements for processing Qualified Status Changes
- View and print summaries and details of your plans, including costs
- Receive alerts on your homepage letting you know you must provide documentation
- See your premium history as far back as the conversion to People First



Finally, new employees will be able to elect an early effective date for coverage without calling the Service Center or submitting a form.

Biweekly Payroll for March 30

If your agency is on a biweekly payroll schedule, you may have a bigger paycheck on March 30, 2007. As this is the third biweekly payday in March, certain deductions are not taken from this check. Some examples include:

- State Health Insurance
- Life Insurance
- Disability Insurance
- Savings Bonds
- Florida Prepaid Tuition Expense
- Pretax Salary Reductions
- Administrative Assessments

Did You Know?

Your total health insurance premium is made up of two parts: what your employer contributes and what you contribute. Depending on whether you are Career Service, SES, or SMS, the State of Florida pays for a portion of or your entire insurance premium. This is one of the many benefits of being a state employee.

Starting in April for May coverage, there will be an increase in the **employer** contribution, which creates an increase in the total premium; however, **the amount of the employee portion will remain the same for those on full-time, active payroll.** (Premiums for part-time employees and those on Leave Without Pay will be increased accordingly.)

All other participants in the health program will be responsible for the entire, increased premium for the Standard Plan:

Individual Coverage

- State Retirees, Layoff and Leave Without Pay: \$427.86
- COBRA: \$436.32

Family Coverage

- State Retirees, Layoff and Leave Without Pay: \$967.60
- COBRA: \$986.96

If you have questions, please contact the People First Service Center at 866-663-4735.

How to Check Your Pay Information

You can check your gross pay amount and your hourly rate in People First, but if you want to see the deductions and net salary for your actual paycheck, you need to go to <https://flair.dbf.state.fl.us/>. Look in the second column, "State Employees." Click the "New to Employees' Information Center" link to register for an account or the "Employees' Information Center Sign-On" if you already have an account.



Did you know? The Department of Financial Services (DFS) Bureau of State Payrolls actually "cuts" your check. That's why your detailed pay information is located at the DFS website instead of People First.

Hiring Manager Interface

If you are a hiring manager, good news! The Hiring Center is about to be easier to use and more streamlined. Here's a look at what's coming:

- The requisition will be on one screen, instead of the current multiple screens that you access by tabs.
- You'll complete the requisition before you send it to the Service Center for quality checks and posting to the web
- You won't need to download any files or make any computer setting changes: Active X and Java applets have been eliminated.
- The Center will be accessible to employees with disabilities.
- You'll be able to bulk print qualifying questions.
- The Hiring Center will be compatible with Internet Explorer 7.

Take note of these important dates:

April 9-13 WebEx Training for State Hiring Managers
 April 14 Hiring Manager Interface Release