

Benefits Management

InfinityHR's Benefits Management feature lets you manage all aspects of employee benefits in one web-based system that connects to carriers and payroll.

Key Features

- Connects employees, administrators, carriers and payroll through one central system that can be accessed anytime via the web.
- Allows employees to complete new hire, open enrollment and qualified events themselves.
- Lets your employees compare, analyze and check plan costs prior to benefits enrollment.
- Allows you to easily approve and manage employee benefits, and provides you with powerful reporting capabilities.
- Benefits data is automatically exported to your carriers.
- Benefits deductions are automatically sent to your payroll provider.
- Allows you to reconcile premium bills.
- Provides state-of-the-art security for your data.



Your employees enroll in or change their benefits information, and InfinityHR transmits the data to carriers and payroll for you.

Key Benefits

- Gives you and your employees total access to benefits information in real time anywhere via the web on a 24/7 basis.
- Gives your employees a better understanding of the benefit process and helps them make well informed benefits decisions.
- Gives your employees a greater appreciation of the value of their benefits package.
- Reduces the amount of time you spend gathering and entering data.
- Increases efficiency and productivity, and lowers the cost and workload of open enrollment.
- Increases communication with your employees and reduces the number of routine benefits questions you must answer.
- Significantly increases the accuracy of benefits information.

Key Advantages for Employees



- Lets employees enroll in or change all aspects of their benefits information themselves.
- Employees no longer have to complete and submit benefit forms.
- Notifies employees when it is time for them to enroll in their benefits, and walks them through the process with our Enrollment Wizard.
- Allows employees to compare, analyze and check plan costs prior to benefits enrollment.
- Lets employees view plans from different benefit providers, showing only the plans they are eligible for.
- Shows employees which benefits will be on a pre-tax and which will be on a post-tax basis.
- Lets your employees attach dependents and beneficiaries to benefit plans.
- Provides employees with a benefit summary report after they enroll in or change their benefits.
- Lets employees submit benefits information electronically to you for approval and review.
- Provides employees access to the Document and Links Libraries, which can be customized to contain important benefit plan information.

Key Advantages for Administrators

- Allows you to manage all aspects of employee benefits through the Administration Portal.
- Automates the new hire and benefits enrollment processes for you, eliminating the need for you to process forms.
- Allows you to set up and manage multiple benefit plans from multiple carriers, and set up different enrollment groups.
- Allows you to see the benefits your employees elected and approve them prior to automatically routing them to carriers and payroll.
- Provides you with systematic alerts when changes in employee information require action.
- Lets you assign notes to employee records for convenient follow up.
- Gives you the ability to scan and attach documents to employee records.
- Provides a historical record off all changes made by you and your employees.
- Lets you store historical benefits information for as long as you would like.
- Allows you to complete premium reconciliation by comparing carrier billings to your data in InfinityHR.
- Delivers data to carriers in a secure manner, and allows you control who has access to which employee data, to ensure that you comply with HIPAA laws.
- Lets you generate notifications and manage billing for COBRA.
- Allows you to quickly generate one-click reports that cover all aspects of benefits, coverage for employees and dependents, and required notices.
- Gives you advanced reporting capabilities.
- Lets you easily import data from your internal systems into InfinityHR for seamless integration.
- Ensures benefits information is routed to carriers and payroll in a timely manner.



InfinityHR

InfinityHR is Infinity Software Solution's complete and secure web-based HR Management System that provides extensive automation of all your HR-related activities. InfinityHR is the most complete and most affordable solution on the market today, and comes standard with numerous features to meet your every need. We make it easy for you!

 **InfinityHR**

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