SHARP Message #457

DATE:	09/06/01
AUTHOR:	PATTI PEARCE
SUBJECT:	SHARP ENTRY CUTOFF DATES FOR OPEN ENROLLMENT
MESSAGE TEXT:	

Open Enrollment on AKSESS uses SHARP data to populate screens accessed by employees to enroll. This is a reminder that agencies should enter all employee job data related transactions by 5:00 p.m., September 9, 2001. This includes new hires, rehires, terminations, promotions, demotions, etc. Also, any data that affects an employee's benefits eligibility such as address, name change, etc., that is not entered by this date will not appear in the AKSESS benefits open enrollment system in October.

For more information, read the August 2001 issue of the SHARPSHOOTER newsletter. (http://da.state.ks.us/sharp/documents/shooter.htm)

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