SR82585 Requirements  
Remove Access to COBRA IDOC

Objective:
Remove access to all COBRA IDOC on PPS screens.

Project Type:
Enhancement.

Requested by:
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Analyst:
Business analyst: Ken Smith, HR-ISS
Requirements analyst:

Urgency:
Urgent. COBRA transition to an external vendor will have already gone live May 1.

Target Processing Deadline:
Implementation does not need to be coordinated with payroll processing.
Statement of Business Need:
Administration of COBRA is being outsourced to an external vendor. Going forward, the COBRA business process will not include printing of any COBRA IDOC. Furthermore, the instructions to the employee appearing on the COBRA IDOC would no longer be correct. It is necessary to ensure that the COBRA IDOC is no longer printed and given to employees.

Current Process:
COBRA eligible employees receive a COBRA IDOC printed from PPS by HR Benefits.

Proposed Process:
COBRA eligible employees receive COBRA documents and instructions from the external vendor.

System Requirements:
Following requirements are proposed by the business analyst.

1.0 Overview of Modifications
Remove highest level menu item for COBRA IDOCS, thus making all COBRA IDOCS (on PPIPPA0) inaccessible to users. Leave COBRA IDOC functionality intact for the time being.

2.0 Screen Modifications
2.1 Online Payroll Personnel System (CICS)
2.1.1 PPIDOC0 (function IDOC)
Remove (or hide) menu item “COBRA Notification Documents: _ All”. Adjust corresponding anchors to field and screen level help texts as necessary. No change to help content is necessary as it does not specifically mention COBRA.
Following screen has three different formats depending on type of IDOC selected on previous screen. This COBRA format becomes “orphaned”.

Delete