

Dental Benefits [IDNT]

12/10/97 10:37:40.6	HUMAN RESOURCES INQUIRY SYSTEM DENT BENEFITS	IDNT JWD1
SSN: 914-01-0451 Name: SMITH, FRED W.	Appt Type: FT1 Class: ACAD	Status: ACT Grade: NA
Benefit: DENT	Refused:	
Begin: 01 / 01 / 1997 End: 12 / 31 / 2099 Coverage: E Rate: A Late?:		
Spouse Begin: / / Spouse End: / / Spouse Late?:	Children Begin: / / Children End: / / Children Late?:	
NEXT SSN: 9 140 1045 1 _____		
NEXT FUNCTION: <input type="checkbox"/> _____		<MENU,KEYS,END>

Purpose:

To view employee dental benefits information.

Security Access Requirements:

Yes

Record access is limited to the user's area or department. Office of Human Resources (OHR) approval must be given.

To use IDNT from any IBIS Function Screen:

At "NEXT FUNCTION:" key in IDNT and the SSN of the employee desired; press ENTER. The IDNT screen containing the selected employee's dental benefits data will be displayed.

Example:

NEXT FUNCTION: IDNT 111223333

At "**Next SSN:**" key in another employee's SSN; press **ENTER**. The **IDNT** screen containing the next selected employee's dental benefits data will then be displayed.

Example:

NEXT SSN: 111223334

> Note:

If the SSN is not known, use the BALU function (Browse by name) to identify it.

Last Revised: 10/27/2003