NY18-07

TO: New York State Agency Health Benefits Administrators
FROM: Employee Benefits Division
SUBJECT: Paid Family Leave (PFL) Reporting Enhancements in NYBEAS
DATE: March 6, 2018

The Employee Benefits Division (EBD) is pleased to announce that the New York Benefits Eligibility and Accounting System (NYBEAS) has been enhanced to provide additional agency reporting for NYS Paid Family Leave (PFL). As mentioned in HBA Memo NY18-01

New NYBEAS Page: PFL Claims Information – HBA
Paid Family Leave > PFL Claims Information – HBA

This new page provides the following information:

Field Name	Field Description	Field Values
As of Date	The date PFL claims reporting is current through.	MM/DD/YYYY
From Date	Beginning date of claim	MM/DD/YYYY
To Date	Reported through date of claim	MM/DD/YYYY
Customer Number	NYS Defined Field	0023900
DeptID	Employee Agency Code	"XXXXX" E.g. 08000
Customer Name	New York State	STATE OF NEW YORK
Report Number	PFL Coded Report	0211911 = PFL
Claim Number	PFL Claim number for member.	"XXXXXXXXXXX" 999999999999
Claim Status	Status of the claim as of the end of the reporting period.	Open = Claim is in a payable status Closed = Claim is no longer in payable status Suspended = Payment has been suspended on a previously "Open" claim Denied = Claim has been denied
Last Date Worked	Last day claimant worked before PFL claim.	MM/DD/YYYY
Return Date	NOTE: Field will be blank.	N/A
Disability Date	Date of PFL Claim Instance	MM/DD/YYYY
Received Date	Date Claim was received.	MM/DD/YYYY

Approved Date	Date Claim was Approved for payment.	MM/DD/YYYY
Denied Date	Date Claim was Denied.	MM/DD/YYYY
Benefit Start Date	First date of payment.	MM/DD/YYYY
Claim End Date	Last date of payment.	MM/DD/YYYY
Claim End Description	Identifies the reason a claim was declined or put into an inactive status.	Variable text values.
Inactive Reason Description	Identifies the reason a claim was denied or put in inactive status. All claims that display an active status during the reporting period requested will contain the default description of 'Unknown'.	'Unknown' is the default value for active claims.

PFL Claims Information - HBA

Employee Info

ENROLLEE, JOE   EmplID: 999999999   PayServ N ID:

PFL Claim Information   Find | View All   First ◀ 1 of 5 ▶ Last

As Of Date: 02/23/2018	**From Date:** 01/13/2018	**To Date:** 02/23/2018	
Customer Number: 0023900	**DeptID:** 08000	**Customer Name:** STATE OF NEW YORK	
Report Number: 0211911	**Claim Number:** 999999999999	**Claim Status:** Suspended	
Last Date Worked: 12/21/2017	**Return Date:**	**Disability Date:** 01/10/2018	
Received Date: 01/18/2018	**Approved Date:** 01/29/2018	**Denied Date**	
Benefit Start Date: 01/10/2018	**Claim End Date** 02/14/2018	**Closed Date:**	

Claim End Description

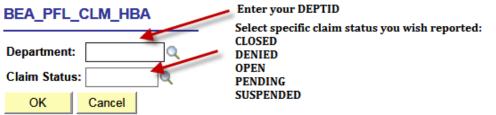NEED OTHER INFO

Inactive Reason Description

Unknown

Each week, PFL claim information will be updated for claimants. HBAs can identify the PFL claim information that is being reported by referring to the "As Of Date". In the example above, the PFL claim information presented is current through 2/23/2018.

New NYBEAS Query – PFL Claims Information for EBD
NYBEAS has been enhanced to provide a new report for NYS agency HBAs to identify Paid Family Leave claim status for its employees. Please refer to the instructions from memo NY15-19 regarding running reports.

The Report Run Control ID is PFL and the Report Name is BEA_PFL_CLM_HBA. This report is a snapshot of an agency's employees who are or have used PFL. This report is specific to an agency code (Department ID). If you are responsible for more than one agency code, you will need to run a separate report for each one.

BEA_PFL_CLM_HBA

Department: ⬜ 🔍

Claim Status: ⬜ 🔍

OK   Cancel

Enter your DEPTID
Select specific claim status you wish reported:
CLOSED
DENIED
OPEN
PENDING
SUSPENDED

You may leave blank if you want ALL CLAIM STATUSES to be reported.

The data fields included in the PFL Claim Report are identical to the PFL Claims Information page in NYBEAS.

For your convenience, a sample output from this report is enclosed. If you have any questions related to the PFL Claims Report, please contact the HBA Help Line at 518-474-2780.