

Hold Harmless Tab Instructions

Once a Hold Harmless transaction is processed, it will be visible on the Events tab under NYBEAS Update History.

The screenshot shows the NYBEAS interface with the 'Events' tab selected. The 'Hold Harmless' sub-tab is active. The 'Employee Information' section is empty. The 'Plan Type' section shows 'Medical 10'. The 'Event Information' table contains one record:

Action Date	Effective Date	Eff Seq	Action	Reason	CBR Evtld	Ovrd Sw	Source ID	Request Date	Event Date	User ID	Dep Info	Comment	View Audit Info
10/22/2020	08/01/2020	2	HLD	Hold Harmless Indicator	0	N			08/01/2020				

At the bottom, there are navigation buttons: 'Return to Search', 'Previous tab', 'Next tab', and 'Refresh'.

The Action Date is the date the transaction was processed. The Effective Date is the date that the hold harmless period either started or ended. The Reason shows that the Hold Harmless Indicator was updated.

This is how the Hold Harmless tab will appear in NYBEAS Update History.

The screenshot shows the NYBEAS interface with the 'Hold Harmless' tab selected. The 'Employee Information' section is empty. The 'Hold Harmless Information' table contains one record:

SSN	Person#	Action Date	Seq	Hold Harmless Indicator	Effective Date	End Date
	01	10/22/2020	0	Y	08/01/2020	07/01/2021

At the bottom, there are navigation buttons: 'Return to Search', 'Previous tab', 'Next tab', and 'Refresh'.

The Person# indicates who is being held harmless (either the enrollee or a dependent). The Action Date shows the date the transaction was processed. The Hold Harmless Indicator will either show "Y" for someone being held harmless or "N" for someone not being held harmless. The Effective Date shows the start of the hold harmless period and the End Date shows when the hold harmless period will run through.