

Benefits Administration

Complete Benefit Management

Benefits Administration provides complete automation of enrollment, payroll deductions, plan updates and regulatory reporting with full U.S. and Canadian functionality.

Benefits Administration automates your benefit programs — no matter the size of your organization or how complex your plans. Featuring full U.S. and Canadian functionality, Benefits Administration provides enrollment, payroll deductions, plan updates and regulatory reporting.

Round-the-clock self-service Web access to benefit plans, plan administration, ease of enrollment and regulatory reporting are some of the reasons for using Lawson® Benefits Administration.

Benefits Administration is fully integrated with the Lawson Payroll application and other Lawson suites, so payroll deductions reflect plan enrollment and changes.

Whether you operate in the U.S. or Canada, Benefits Administration provides the automation that makes plan administration and enrollment a snap.

Whether you've got simple, complex, or flexible spending plans, you create the plans and business rules that you need — and Benefits Administration takes over from there.

Ease of Enrollment

You can define eligibility and benefit criteria to accommodate different groups of employees. That way each new hire, based on specific eligibility criteria, triggers the notification and enrollment process, including payroll deductions set up. You save time and reduce errors.

Automatic Updating

As events that affect an employee's benefit plan eligibility take place, Benefits Administration handles any necessary benefits changes.

Benefits is fully integrated with Lawson Payroll application and Financials suite, so payroll deductions start immediately, or can be future dated with any plan enrollment or changes.

- **“Whether you’ve got simple, complex, or flexible spending plans, you create the plans and business rules that you need — and Benefits Administration takes over from there.”**

In addition, through Employee and Manager Self-Service, employees have 24-hour self-service Web access to benefit information. Employees can enroll in benefit plans and make plan changes, add or change dependents and beneficiaries, manage flexible spending accounts, access retirement account information and model changes with “what if” scenarios. At annual enrollment time, Benefits Administration can seamlessly work with or replace costly Integrated Voice Response systems.

Regulatory Requirements

Benefits Administration handles your regulatory and reporting requirements for the U.S. and Canada.

For example, when departing employees qualify for Consolidated Omnibus Budget Reconciliation Act (COBRA) benefits in the U.S., Benefits Administration generates an eligibility notification letter that lists costs and deadlines for decision-making and payment. After receiving a response, the system can generate premium billing, handle cash payments and balances, then integrates premium billing and receipts with Lawson Financials for your COBRA participants.

Reporting

Benefits Administration's standard reports help you administer your benefits program with ease and effectiveness. You'll be able to generate simple reports such as plan premium and participation, or complex regulatory reports to manage discrimination testing for highly compensated employees.

Contact Lawson

For more information about Benefits Administration and other Lawson business solutions, call 1-800-477-1357, direct at +1-651-767-7000, international at +44 (0) 1344 360273, or visit www.lawson.com.

Corporate Headquarters

Lawson Software
380 St. Peter Street
St. Paul, MN 55102
United States
Phone: +1-651-767-7000
Product Literature:
1-800-477-1357
Fax: +1-651-767-7141



www.lawson.com

SHR-SS911/0603 2M
©2003 Lawson Software.
All rights reserved.
EEO/AA

International Operations

Lawson Software
Trinity Court
Wokingham Road
Bracknell
Berkshire
RG42 1PL
United Kingdom
Phone: +44 (0) 1344 360273
Fax: +44 (0) 1344 868351