# Workday: How to View Your Benefits Elections



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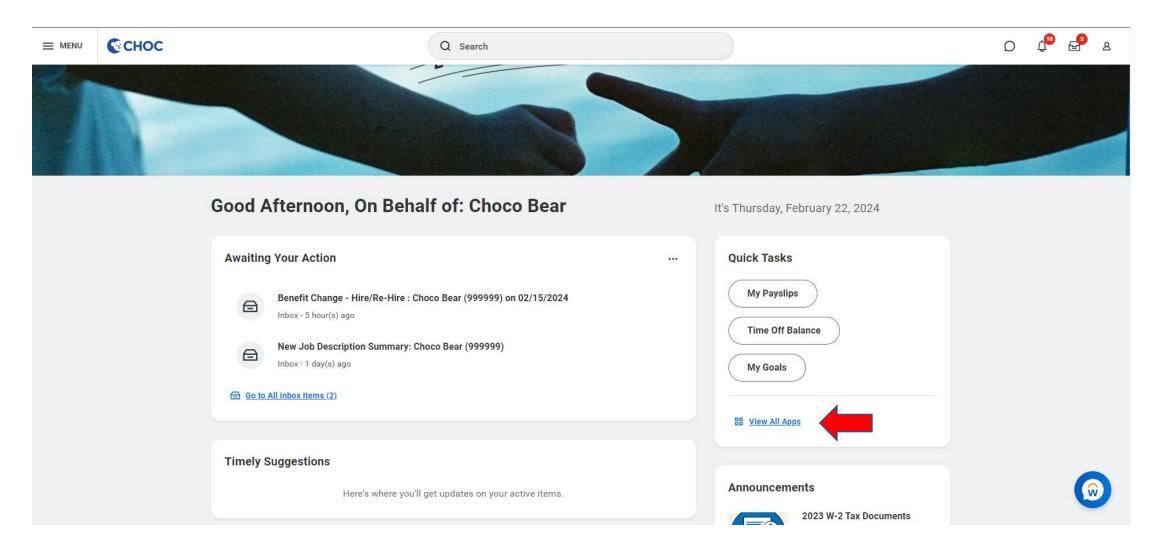


# How to View Your Benefits Elections in Workday



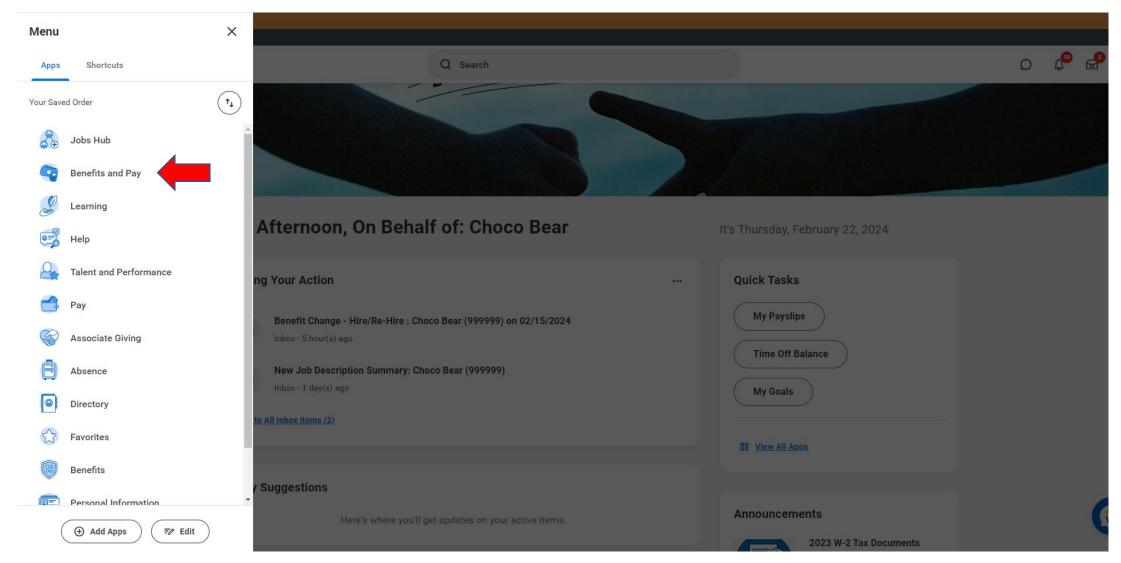


## Step 1: Navigate to your Workday Home Page and click "View All Apps"



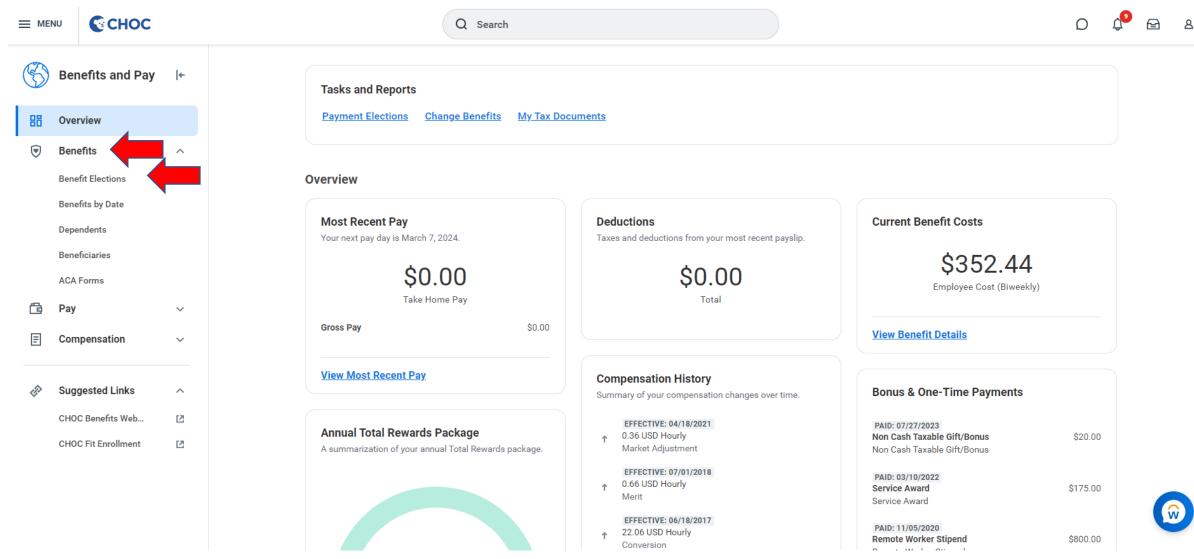


#### Step 2: Click on the "Benefits and Pay" app





#### Step 3: Click "Benefits" and then click "Benefit Elections"



**CHOC** 

#### Step 4: View your current benefit elections

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88	Overview		Change Benefits								
۲	Benefits	~	Current Benefit Elections and Costs 9 iten	IS							ﷺ ⊽ տ 🖬 🗉 🖽
	Benefit Elections	~	Benefit Plan	Coverage Begin Date	Deduction Begin Date	Coverage	Calculated Coverage	Dependents	Beneficiaries	Employee Cost (Biweekly)	Employer Contribution (Biweekly)
	Benefits by Date Dependents		Medical - Cigna HMO Full Network	03/01/2024	03/01/2024	Employee + Family		Donald Duck Ev E Wall E		\$303.45	\$892.29
	Beneficiaries ACA Forms		Dental - Delta Dental PPO	03/01/2024	03/01/2024	Employee + 2 or more		Donald Duck Ev E Wall E		\$41.99	\$22.60
Ē	Pay Compensation	~	Vision - VSP Standard	03/01/2024	03/01/2024	Employee + 2 or more		Donald Duck Ev E Wall E		\$7.00	\$3.71
62	Suggested Links	^	Surcharge - CHOC Spouse	01/01/2022	01/01/2022	Spouse/DP is not a dependent.					
	CHOC Benefits Web	12	Basic Life - The Hartford (Employee)	01/01/2018	01/01/2018	1 X Salary	\$50,000.00				\$0.37
	CHOC Fit Enrollment	12	Basic AD&D - The Hartford (Employee)	01/01/2018	01/01/2018	1 X Salary	\$50,000.00				\$0.18
			403(b) - Empower	01/01/2018	01/01/2018						
			403(b) - Empower Roth	01/01/2018	01/01/2018						
			Cafeteria - cBord	01/01/2018	01/01/2018						
										Total: \$352.44	\$91

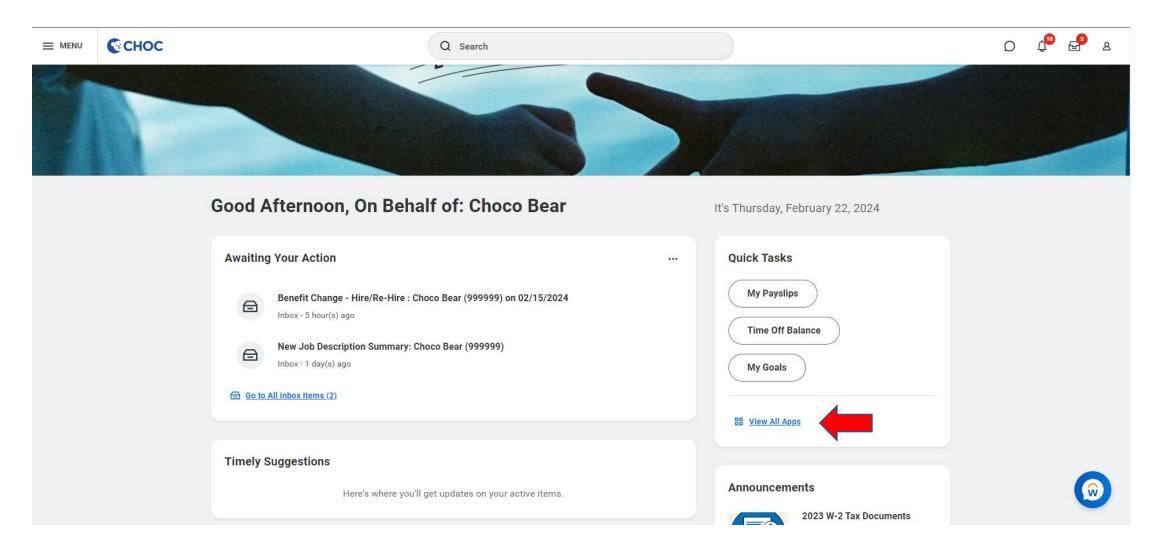


How to View Your Benefits Elections as of Date in Workday



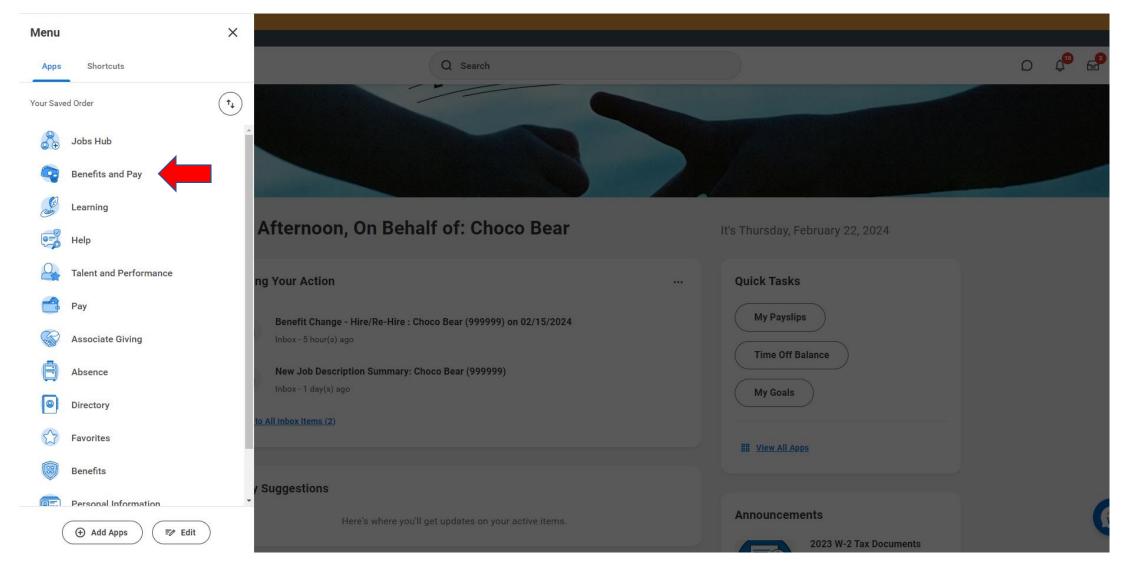


## Step 1: Navigate to your Workday Home Page and click "View All Apps"



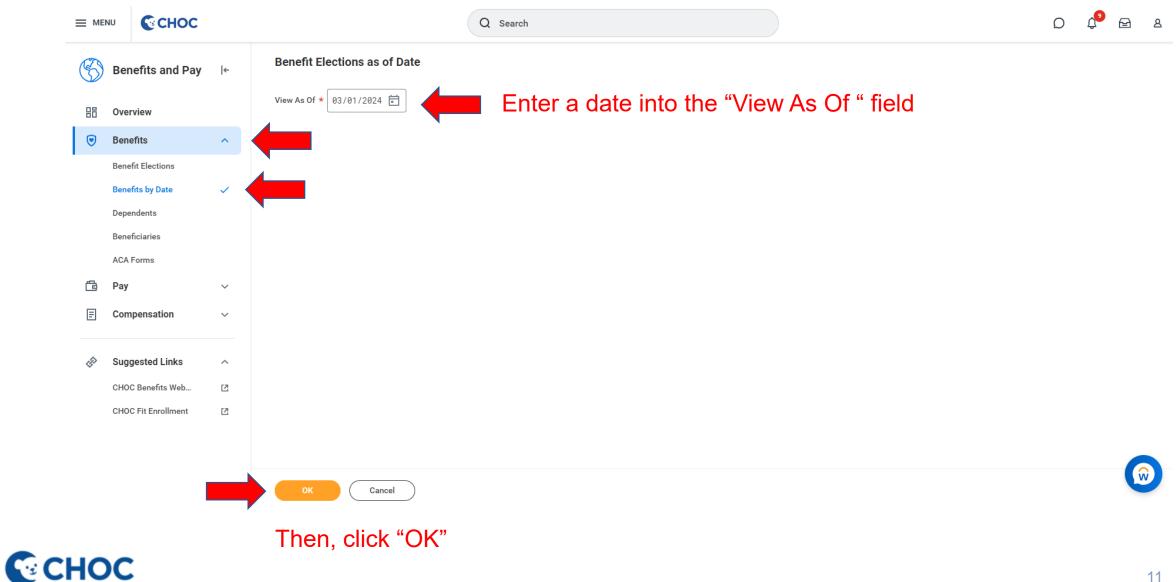


#### Step 2: Click on the "Benefits and Pay" app





#### Step 3: Click "Benefits" then click "Benefits by Date"



#### Step 4: View Benefit Elections as of the selected date

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88	Overview		Change Benefits									
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	Benefits by Date Dependents	~	Benefit Plan	Coverage Begin Date	Deduction Begin Date	Coverage	Calculated Coverage	Dependents	Beneficiaries	Employee Cost (Biweekly)	Employer Contrib (Biwe	ution ekly)
	Beneficiaries		Medical - Cigna HMO Full Network	03/01/2024	03/01/2024	Employee + Family		Donald Duck Ev E		\$303.45	\$89	92.29
	ACA Forms							Wall E				
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			403(b) - Empower	01/01/2018	01/01/2018							





Have Questions or Need Help? Submit a Workday- Benefit Elections Help Case



