

RESOURCES FOR NEW EMPLOYEES

Program	Description	Where to Find
Judiciary Benefits Center (JBC)	<p>The JBC is not only the vehicle to make benefit elections, it provides a repository of benefit program information, forms and tools.</p> <p>Benefits included on the JBC are:</p> <ul style="list-style-type: none"> • Flexible Benefit Program • Federal Employees Health Benefits Program (FEHB) • Federal Employees’ Group Life Insurance (FEGLI) • Thrift Savings Plan (TSP) 	<p>JNET http://jnet.ao.dcn/human-resources/benefits, under <i>Related Sites</i></p> <p>JBC https://judiciary.adp.com/Welcome/PortalLandingPage.aspx</p>
Benefits Overview Brochure	<p>This booklet is designed to give employees an overview of all their Federal Judiciary benefits along with a “Benefit Checklist” and quick reference to help keep track of important deadlines.</p>	<p>JNET http://jnet.ao.dcn/human-resources/benefits under <i>Resources</i>, or the</p> <p>JBC https://judiciary.adp.com/Welcome/PortalLandingPage.aspx under <i>Forms & Tools, General</i>.</p>
Orientation Modules	<p>The Benefits Orientation Modules for New Hires and New Law Enforcement Officers offer an online, self-paced orientation of the benefit and retirement programs. Users will find an overview of each program, the cost to participate, how to enroll, and a list of items to consider when making the decision to enroll.</p>	<p>JNET http://jnet.ao.dcn/human-resources/benefits, under <i>Resources</i>.</p>
Eligibility Charts	<p>These charts indicate which benefit programs an employee is eligible to enroll based on their type of appointment.</p>	<p>JNET http://jnet.ao.dcn/human-resources/benefits/benefits-eligibility-charts</p> <p>http://jnet.ao.dcn/human-resources/human-resources-management/tools-hr-professionals, or</p> <p>JBC https://judiciary.adp.com/Welcome/PortalLandingPage.aspx</p>

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		allLandingPage.aspx , under <i>Forms & Tools, General</i>
Effective Date Schedules	<p>The Effective Date Schedules explain the effective date rules for FEHB, FEGLI, FSA and TSP elections, and provides charts showing when an election will be effective based on when it is submitted.</p>	<p>FEHB Monthly and Biweekly Effective Dates:</p> <p>JNET http://jnet.ao.dcn/human-resources/benefits/health-insurance</p> <p>JBC https://judiciary.adp.com/Welcome/PortallLandingPage.aspx, under <i>Forms & Tools, FEHB</i></p> <hr/> <p>FEGLI Monthly and Biweekly Effective Dates:</p> <p>JNET http://jnet.ao.dcn/human-resources/benefits/life-insurance</p> <p>JBC https://judiciary.adp.com/Welcome/PortallLandingPage.aspx, under <i>Forms & Tools, FEGLI</i></p> <hr/> <p>FSA Monthly and Biweekly Effective Dates:</p> <p>JNET http://jnet.ao.dcn/human-resources/benefits/flexible-benefit-program</p> <p>JBC https://judiciary.adp.com/Welcome/PortallLandingPage.aspx, under <i>Forms & Tools, Flexible Benefits</i></p> <hr/> <p>TSP Monthly and Biweekly Effective Dates:</p> <p>JNET</p>

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Program	Description	Where to Find
		<p>http://inet.ao.dcn/human-resources/benefits/thrift-savings-plan</p> <p>JBC: https://judiciary.adp.com/Welcome/PortalLandingPage.aspx, under <i>Forms & Tools, Thrift Savings Plan (TSP)</i></p>
FEHB Health Tool Kit	<p>The FEHB Health Toolkit is a resource to help employees understand the health plan options and services, know the questions to ask health care providers and find information on how to best track, maintain and improve overall health and wellness.</p>	<p>JNET http://jnet.ao.dcn/human-resources/benefits/health-insurance</p>
Flexible Spending Account Decision Support Tool	<p>The FSA Decision Support Tool assists employees with determining how much to set aside in the Health Care and or Dependent Care Reimbursement Accounts.</p>	<p>JBC https://judiciary.adp.com/Welcome/PortalLandingPage.aspx, under <i>FSA Decision Support Tool</i> on the left side of the screen.</p>
Thrift Savings Plan	<p>The Thrift Savings Plan (TSP) website and You Tube site offers valuable information about TSP, interactive calculators, and educational videos to assist employees with determining how much to contribute into TSP and which funds to invest.</p>	<p>JNET http://inet.ao.dcn/human-resources/benefits/thrift-savings-plan</p> <p>TSP Website https://www.tsp.gov/ParticipantSupport/index.html</p> <p>TSP YouTube https://www.youtube.com/user/tsp4gov</p> <p>JBC Employees can elect their contribution amounts by visiting the JBC, under <i>Anytime Enrollment, Thrift Savings Plan (TSP) and Thrift Savings Plan (TSP) Catch-up</i></p>

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Retirement Lifelines	The Retirement Lifelines are a series of reference sheets that provide ideas and resources to help employees identify and organize the information necessary to build a personal retirement strategy.	JNET http://jnet.ao.dcn/human-resources/benefits/retirement-benefits/your-retirement-lifeline
Benefit For Life Hour	The Benefit for Life Hour is a series of education webinars covering the Federal Judiciary Benefit Programs. While they are presented live, each webinar is recorded for future viewing.	JNET http://jnet.ao.dcn/human-resources/benefits/benefit-life-hour Recorded webinars for New Hires: <ul style="list-style-type: none"> • New Hire Online Resources • Retirement Lifelines and Orientation Module • Intro to TSP • TSP Contributions and Funds • WorkLife for You Overview • Employee Assistance Program Overview
Your Benefit Choices When....	This page on the J-Net provides a series of quick reference guides to explain the benefit options to consider when various life events happen.	JNET http://jnet.ao.dcn/human-resources/benefits/your-benefit-choices-when
Total Wellness	The Total Wellness package provides access to a variety of resources and services to help employees and their families achieve a healthier lifestyle at work and at home. These pages are an integration of all of the FOH services (EAP, Health Units, WorkLife4You), health assessment tools, nutrition and fitness information, smoking	JNET For EAP, Work Life and Wellness Resources http://jnet.ao.dcn/human-resources/benefits/total-wellness http://jnet.ao.dcn/human-resources/benefits/benefit-life-hour/recordings

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Program	Description	Where to Find
	cessation assistance, and various other wellness resources.	<p>EAP Orientation for New Hires:</p> <p>FOH: http://www.foh.hhs.gov/Public/EAPvideo/default.html</p> <hr/> <p>Work Life Resources: https://www.worklife4you.com/index.html (Registration Code: FEDJUD)</p> <p>FOH: http://www.foh4you.com/</p>
Workers Compensation	The Federal Employees' Compensation Act (FECA) provides workers' compensation benefits to civilian employees for disability due to personal injury sustained while in the performance of duty or to employment-related disease. The FECA also provides for the payment of benefits to dependents if the injury or disease causes the employee's death.	<p>Workers' Compensation:</p> <p>JNET http://jnet.ao.dcn/human-resources/benefits/workers-compensation/employee-role</p>