**UAccess EMPLOYEE: Employee Self-Service**

Human Resources | Systems Control | Information Technology Services

### Overview

Did you know Employee Self-Service offers you just-in-time, online access to information about your benefits, compensation, payroll and more?

#### As a New UA employee,
Employee Self-Service gives you online access to review, complete or make updates to…

- Medical, Dental and Vision Plans
- Beneficiary Designations
- Dependent Enrollment
- Life Insurance Plans
- Short Term Disability Plan
- Flexible Spending Plans

#### Throughout your UA Career,
Employee Self-Service continues to gives you online access to review and, when appropriate, make updates to…

- Medical, Dental, and Vision Plans
- Beneficiary Designations
- Dependent Enrollment
- Life Insurance Plans
- Short Term Disability Plan
- Flexible Spending Plans

### Newly Hired Employee Benefits Enrollment

- Medical, Dental and Vision Plans
- Benefits Designations
- Dependent Enrollment
- Life Insurance Plans
- Short Term Disability Plan
- Flexible Spending Plans

### Benefits Open Enrollment

- Medical, Dental, and Vision Plans
- Benefits Designations
- Dependent Enrollment
- Life Insurance Plans
- Short Term Disability Plan
- Flexible Spending Plans

### Personal Information

- Personal Information Summary
- Home and Mailing Addresses
- Phone Numbers

### Benefits Information

- Insurance Summary
- Dependent Information
- Beneficiary Information
- Contact Benefits

### Payroll Information

- Paychecks
- Direct Deposit Information
- W4 Tax Information
- A-4 Tax Information
- Contact Payroll

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### Compensation Information

- Compensation History

Throughout your UA Career, Employee Self-Service continues to gives you online access to review and, when appropriate, make updates to… (continued)