



# HRS6450 - Health Insurance Coverage



# Table of Contents





<b>HRS6450 - Health Insurance Coverage</b> .....	<b>i</b>
<b>HRS6450 - Health Insurance Coverage</b> .....	<b>1</b>



# HRS6450 - Health Insurance Coverage

**Personnel > Reports > Payroll Information Reports > Health Insurance Coverage**

The report identifies all employees enrolled in the health insurance program(s), district and member contributions, and payment dates to the insurer.

Parameter	Parameter Description
<b>Sort by Alpha (A), Pay Campus (C), Primary Campus (P), Insurance Company Code(I)</b>	A - Sort the report alphabetically. C - Sort the report by pay campus. P - Sort the report by primary campus. I - Sort the report by insurance company code.  This is a required field.
<b>Pay Status Active (A), Inactive (I), or blank for ALL</b>	A - Print active employees only. I - Print inactive employees only.  Blank - Print both active and inactive employees.
<b>Pay Type 1-4, Exclude Subs (E), or blank for ALL</b>	1-4 - Include employees with a specific pay type (e.g., 1) on the report. E - Exclude substitute employees from the report.  Blank - Include all employees on the report.
<b>Select Pay Campus(es), or blank for ALL</b>	Type the three-digit campus ID number, including all leading zeros and separating multiple campus ID numbers with a comma (e.g., 001, 098). Or, click  to search for pay campuses. Otherwise, leave blank to use all campus ID numbers.
<b>Select Primary Campus(es), or blank for ALL</b>	Type the three-digit campus ID number, including all leading zeros and separating multiple campus ID numbers with a comma (e.g., 001, 098). Or, click  to search for primary campuses. Otherwise, leave blank to use all campus ID numbers.
<b>Select Employee(s), or blank for ALL</b>	Type the employee number separating multiple employee numbers with a comma. Or, click  to search for employees. Otherwise, leave blank to use all employee numbers.
<b>From Coverage Date (MMDDYYYY), or blank for ALL</b>	Type the date from which coverage began in the MMDDYYYY format, or leave blank to use all from dates.
<b>To Coverage Date (MMDDYYYY), or blank for ALL</b>	Type the date to which coverage ended in the MMDDYYYY format, or leave blank to use all to dates.
<b>Select Frequency</b>	Type the one-digit pay frequency. Or, click  to select a pay frequency. This is a required field.

[Generate the report.](#)