

Federal Employee Benefits

Course Number: 4928

Length: 2 Days

Primary Delivery Method: Instructor-led live classroom

Alternative Delivery Methods: Instructor-led online (synchronous)

Course Description

Build your knowledge of federal employee benefits. This course will prepare you to counsel current employees, separating employees, and potential retirees regarding their federal employee benefits. After taking this course, you will be able to effectively inform federal employees about their benefits, answer frequently asked questions, and identify when and where to escalate technical issues.

Intended Audience

Federal Human Resources (HR) practitioners responsible for assisting federal employees with their benefits.

Client-Provided Facility Requirements

- Internet required for instructor computer

Course Learning Objectives

- Describe the responsibilities of the Human Resources (HR) professional in administering federal benefits
- Articulate the different types of Federal Employees Retirement System (FERS) coverage, eligibility, how to calculate different types of retirement, and the application process
- Interpret the basics of the Social Security (SS) eligibility and survivors, spousal, and dependent benefits
- Provide an overview of the Federal Employees Health Benefits (FEHB), Federal Employees Dental and Vision Insurance Program (FEDVIP), Federal Long Term Care Insurance Program (FLTCIP), and Federal Employees' Group Life Insurance (FGLI) Program benefits
- Explain the basics of the Thrift Savings Plan (TSP) and withdrawal options
- Converse with federal employees regarding retirement benefits

Course Additional Features

- Producer Support
- Technical Support Team
- Dedicated In-House Accessibility/Section 508 Compliance
- Student Resource Guides

All details about the Additional Features are available on this page. [Click here to Explore](#)

Course Schedule

Federal Employee Benefits

DAY ONE

MORNING	Module 1: Administering Federal Benefits
	Module 2: Federal Employees Retirement System (FERS)
LUNCH	
AFTERNOON	Module 2: Federal Employees Retirement System (FERS), continued
	Module 3: Social Security

DAY TWO

MORNING	Module 4: Health and Insurance Programs
	Module 5: Thrift Savings Plan (TSP)
LUNCH	
AFTERNOON	Module 5: Thrift Savings Plan (TSP), continued
	Module 6: Capstone

Learning Methods

Individual, small-group, and large-group exercises; lecture, discussion, case study, role playing, action planning

Credits

National Association of State Boards of Accountancy (NASBA)

- Field of Study: Personnel/Human Resources
- Level: Basic
- CPEs: 16

Professional Development Units (PDUs)

- Credits: 14

Continuous Learning Points (CLPs)

Federal Employee Benefits

- Credits: 16

Management Concepts Certificate Program Relationship

This is an elective course in the following program(s):

- [Human Resources Certificate Program](#)

Prerequisites

Basic knowledge of HR in the federal government.

Pework

There is no prework required for this course.

Requirements for Successful Completion

Full (100%) attendance is expected and required. Successful completion of the course depends on full class attendance and active participation in individual and group exercises.

The final exam must be completed with a grade of 70% or higher.

Follow-On Resources

- [Processing Personnel Actions in Federal HR](#)

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Ready to Enroll?



See the most recent course information and scheduled classes at this link:
<https://www.managementconcepts.com/course/id/4928>



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