

Frequently Asked Questions

Course Title: Federal Employee Benefits

Course #: 4928

Duration: 2 Days

Delivery Method: Instructor-led live classroom

Alternative Delivery Methods: Instructor-led online (synchronous)

1. What business or organizational need does this course address?

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.

2. Who should attend?

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

3. What will I learn how to do in this course?

- 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

4. What kinds of activities are included in this course?

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

5. Are there prerequisites for this course?

Basic knowledge of HR in the federal government.

6. Do I have to complete any prework for the course?

Frequently Asked Questions

There is no prework required for this course.

7. Is this course applicable toward a professional certification?

No, this course is not applicable toward a professional certification. However, many Management Concepts courses do prepare you for professional certification programs. Click [here](#) to see a full list of professional certification programs that are supported by Management Concepts training courses.

8. Does this course count for credit toward a Management Concepts Certificate Program?

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

- [Human Resources Certificate Program](#)

9. What credits do I earn by completing this course?

The following credits are available for this course:

NASBA CPEs: 16

NASBA Field of Study: Personnel/Human Resources

NASBA Level: Basic

CEUs: 1.3

PDU: 14

CLPs: 16

10. What course(s) do you recommend after I complete this course?

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

11. What are Additional Features?

Most courses and training solutions have **Additional Features** designed to help every learner master and retain the concepts explored in the course. You can see which Additional Features are added to this course on the course page under the **Learning Objectives & Additional Features** tab – and for a more detailed exploration of our Additional Features, you can visit [this web page](#).