

## Benefit Premium ~ New Hire Calendar

**STEP 1: FIND THE PAY PERIOD / EE NEW HIRE DATE FALLS (COLUMN A and B)**

**STEP 2: DETERMINE HEALTH INSURANCE START DATE (COLUMN C)**

**STEP 3: INITIAL BENEFIT PREMIUM (COLUMN D)**

PAY PERIOD START DATE	PAY PERIOD END DATE	#FLEX ACCOUNT REMAINING	EARLIEST HEALTH INSURANCE START DATE (Start date is based on when EE submits Enrollment to BSD as they have 31 days)	DATE EE PREMIUM WILL BE PAID
1/8/2022	1/21/2022	25	1/22/2022	1/27/2022
1/22/2022	2/4/2022	24	2/5/2022	2/10/2022
2/5/2022	2/18/2022	23	2/19/2022	2/24/2022
2/19/2022	3/4/2022	22	3/5/2022	3/10/2022
3/5/2022	3/18/2022	21	3/19/2022	3/24/2022
3/19/2022	4/1/2022	20	4/2/2022	4/7/2022
4/2/2022	4/15/2022	19	4/16/2022	4/21/2022
4/16/2022	4/29/2022	18	4/30/2022	5/5/2022
4/30/2022	5/13/2022	17	5/14/2022	5/19/2022
5/14/2022	5/27/2022	16	5/28/2022	6/2/2022
5/28/2022	6/10/2022	15	6/11/2022	6/16/2022
6/11/2022	6/24/2022	14	6/25/2022	6/30/2022
6/25/2022	7/8/2022	13	7/9/2022	7/14/2022
7/9/2022	7/22/2022	12	7/23/2022	7/28/2022
7/23/2022	8/5/2022	11	8/6/2022	8/11/2022
8/6/2022	8/19/2022	10	8/20/2022	8/25/2022
8/20/2022	9/2/2022	9	9/3/2022	9/8/2022
9/3/2022	9/16/2022	8	9/17/2022	9/22/2022
9/17/2022	9/30/2022	7	10/1/2022	10/6/2022
10/1/2022	10/14/2022	6	10/15/2022	10/20/2022
10/15/2022	10/28/2022	5	10/29/2022	11/3/2022
10/29/2022	11/11/2022	4	11/12/2022	11/17/2022
11/12/2022	11/25/2022	3	11/26/2022	12/1/2022
11/26/2022	12/9/2022	2	12/10/2022	12/15/2022
12/10/2022	12/23/2022	1	12/24/2022	12/29/2022