## **NEW BENEFIT INFORMATION**

Effective 1/1/2019, Workday is the official site for benefit enrollment for the College. This self-service implementation allows employees to enroll, change and update benefit elections.

For detailed information from the Maryland State SPS site, visit: https://dbm.maryland.gov/sps/Pages/default.aspx

Review the links below for further understanding of SPS Benefits, inclusive of job aids, quick reference guides and other resourceful information to assist you.

Workday Benefits Online Access

Basic Workday Navigation

DMB Statewide Personnel System (SPS)

SPS Benefits Help Center

Log-In to SIPS Benefits/Workday

View Your Employee/Dependent Benefit Information

View and Manage your Benefits Documentation

How to Access Enrollment Events from Inbox

Initiate Life Event

Charge Benefit for Live Event

**Change Benefit Election** 

Change Benefit Election (New Hire/Job Change)