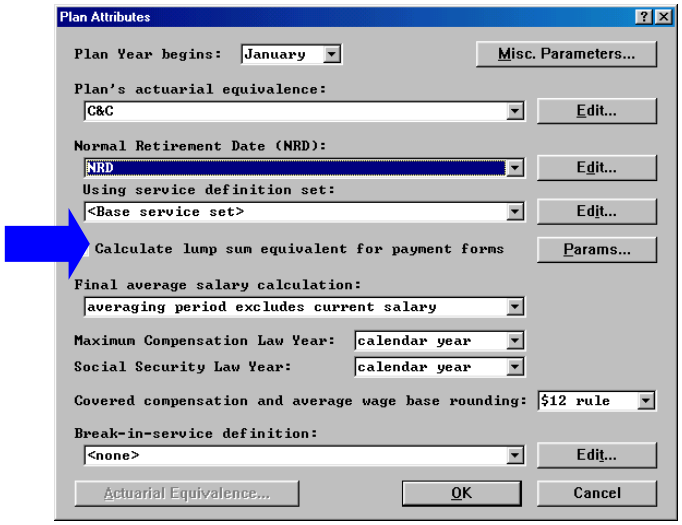
What's New! ProAdmin®

ProAdmin version 1.03 **September 2004**

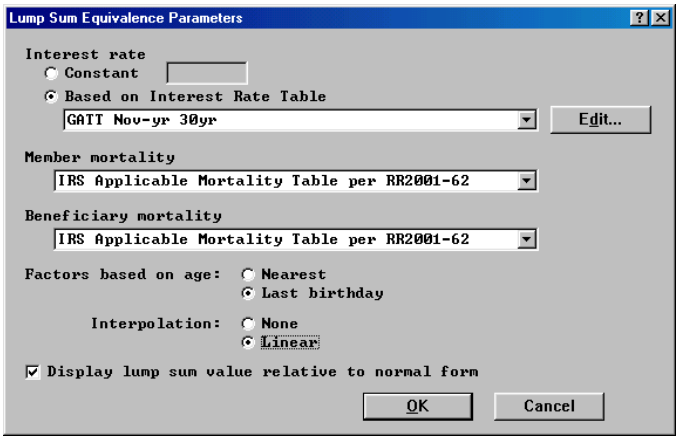
ProAdmin version 1.03 introduces optional **Relative Value calculations, service calculations based on an event history** and **results output to an Access database**. You'll find details about these and other enhancements below.

Optional Relative Value Calculations

- To help users comply with the final Relative Value regulations issued by the IRS in December, 2003, an option to calculate lump sum equivalence for all payment forms has been added to the Plan Definition > Plan Attributes dialog in ProAdmin. If checked, users then select the single actuarial equivalence basis that will be used to value all optional forms. If desired, value relative to the normal form will also be calculated.

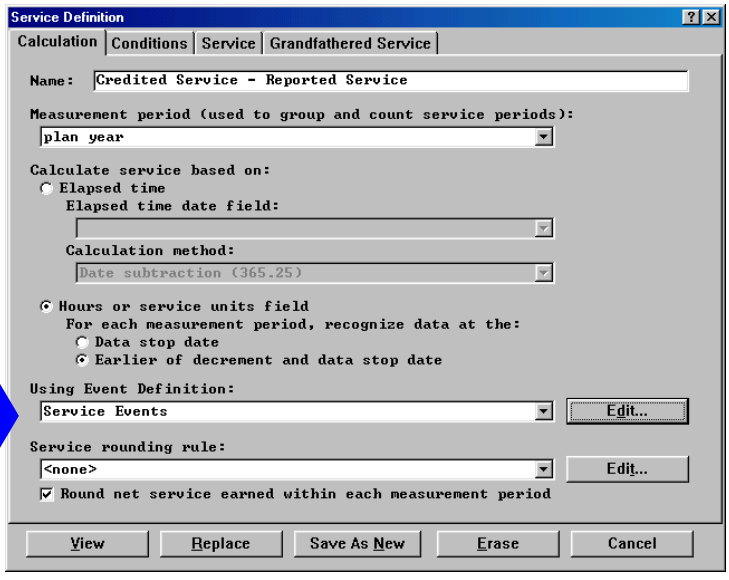


In addition to the lump sum value and the relative value, the XML output can contain the interest rate used for the calculation (which may vary by commencement date).



Event Based Service Calculations

- Service can now be calculated using "Events", where Events are date-coded changes in status such as hire, transfer, termination, layoff, leave of absence, etc.. Please see the article on page 4 for more information on using Events.

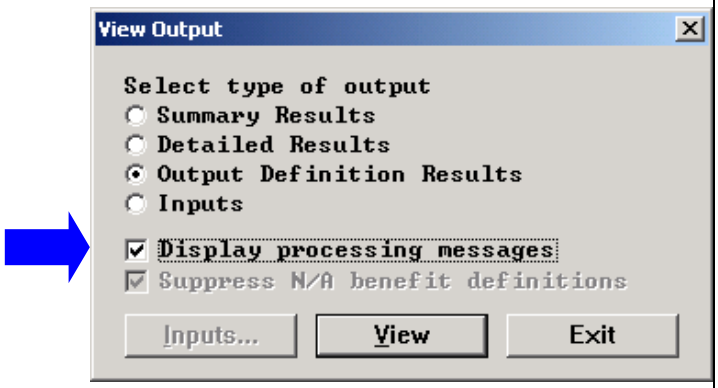


Saving Results in an Access Database

- Calculation results may now be saved into an Access database. This new feature will either append the results to an existing database or create a new database. In both cases ProAdmin will create up to five (5) tables based on the information contained in the Output Definition Results:

  1) Run Parameters
  2) Results which do not vary by Commencement Date,
  3) Results which vary by Commencement Date,
  4) Results which vary by Payment Form within Commencement Date, and
  5) Processing Messages.

  The Processing Messages table is only created if you check the "Display processing messages" box on the View Output menu.



General & Interface

- Certain dialog boxes are now resizable (look for the  in the bottom right hand corner). These include all main library dialogs (such as the listing of all Benefit Definitions in the Benefit Definition Library), and all on-tabbed dialogs with embedded spreadsheets, such as the Eligibility Definitions and Reference Tables dialogs. This feature is especially useful if, like most users, you've use long names for the library entries.

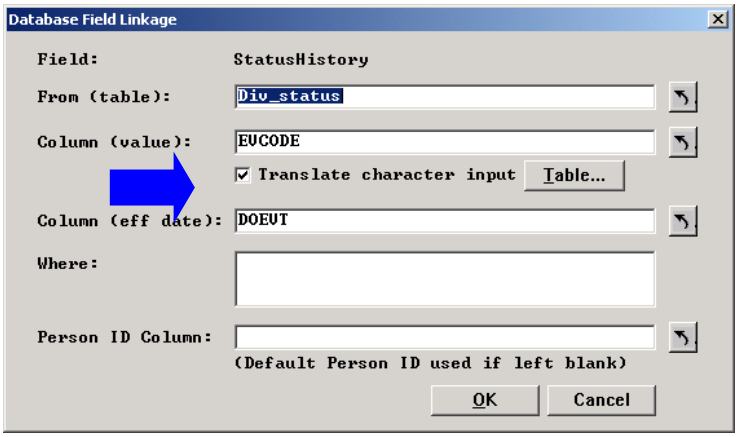
- A new AutoCheckOut feature has been added to Commuter Licenses. This allows the user to instruct the system to checkout or extend the time of the commuter license. The new provalw.ini parameters to implement AutoCheckOut are:

```
[Commuter]
AutoCheckOut=
CheckOutDays=
RenewAtDays=
```

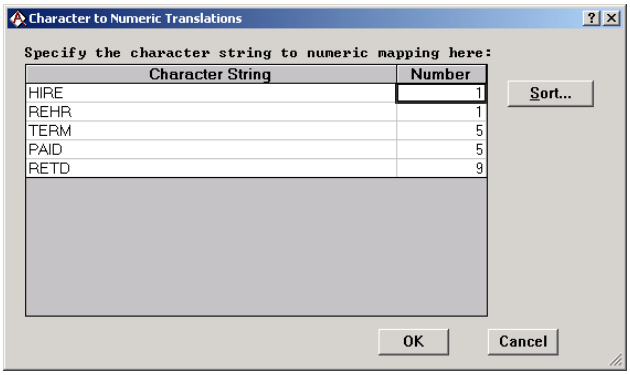
  AutoCheckOut=Yes will turn on this feature. A missing parameter or a value other than "Yes" (case insensitive) will leave the feature off. The other parameters are optional and default to checking out the license for 30 days and attempting to renew it when the license is within 15 days of expiring.

Character Translation

- A new feature has been added to the Database Linkage command that allows you to translate character fields in your database to numerics for use in coded fields. To use this new feature open up the Database Linkage menu, click on the Data Field Links tab, and then select one of the fields listed. If that field is linked to a character field in your database the Translate character input check box will be an option.



  Once this check box has been selected you can click on the Table button to bring up the Character to Numeric Translations spreadsheet.



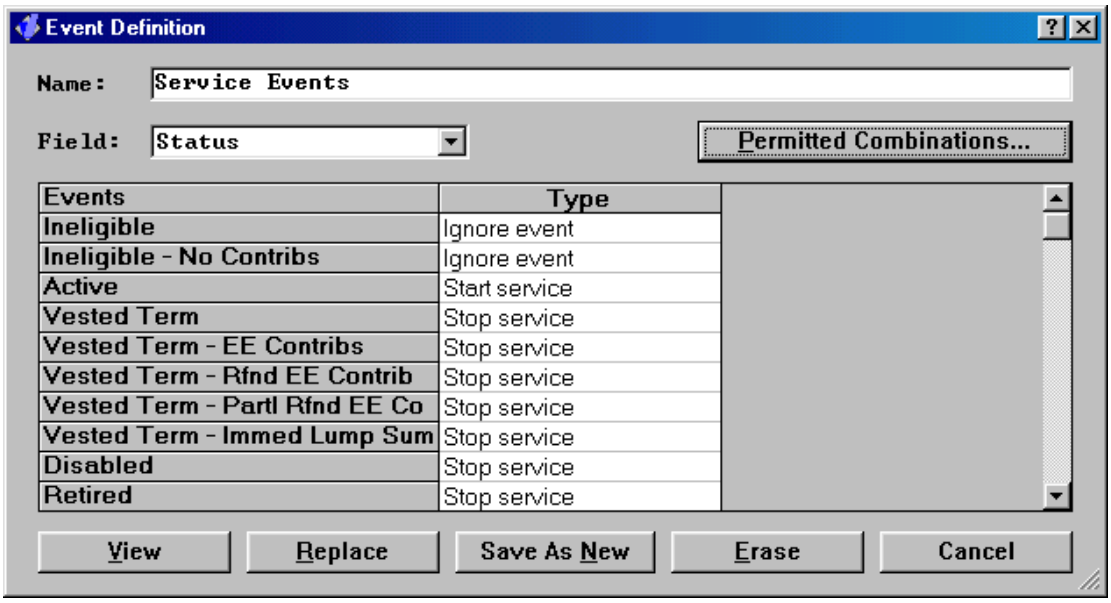
Enter the conversion on one of the lines in the spreadsheet with the character string from your data in the Character String column and the number in the Number column. Each value entered in the Character String column must be unique. The Number column can have duplicates.

Service based on Events

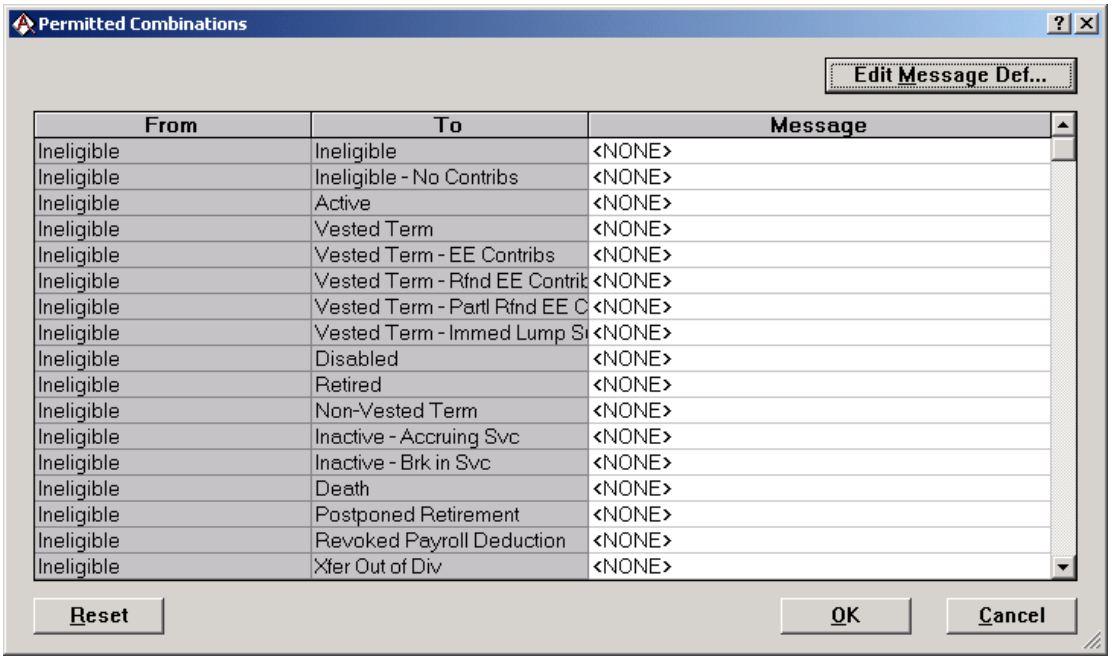
Service can now be calculated using "Events", where Events are date-coded changes in status such as hire, transfer, termination, layoff, leave of absence, etc..

Event Definition

To use Events, you must first define an Event Definition. An Event Definition is based on a coded effective date array field. It indicates, for each code in the field, whether that event causes service to start or stop, or whether the event should be ignored with respect to service calculations.

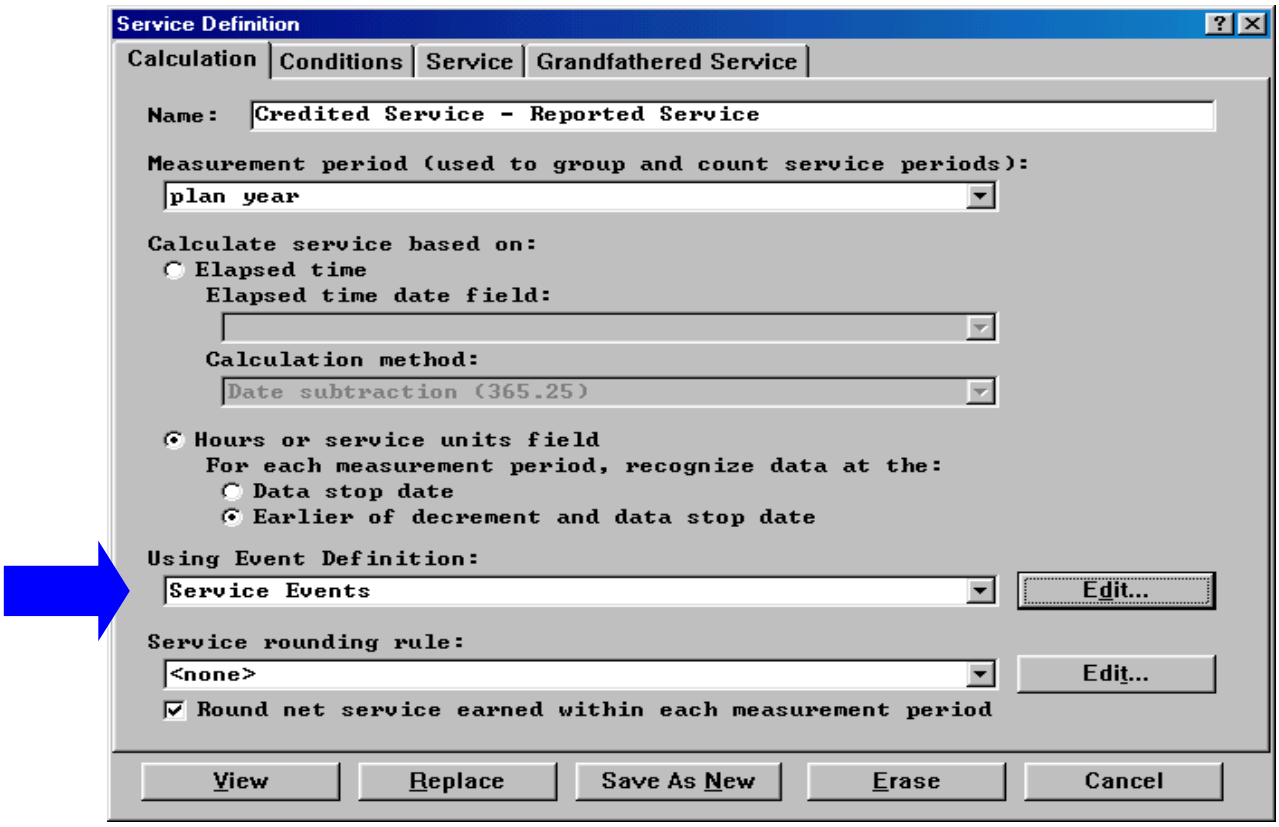


You may also specify the Permitted Event Code Combinations in the Event Definition. For example, you may wish to generate an error message if someone who has died returns to work, or generate a warning if someone is hired from LTD. These messages are set up in the Message Definitions Library.

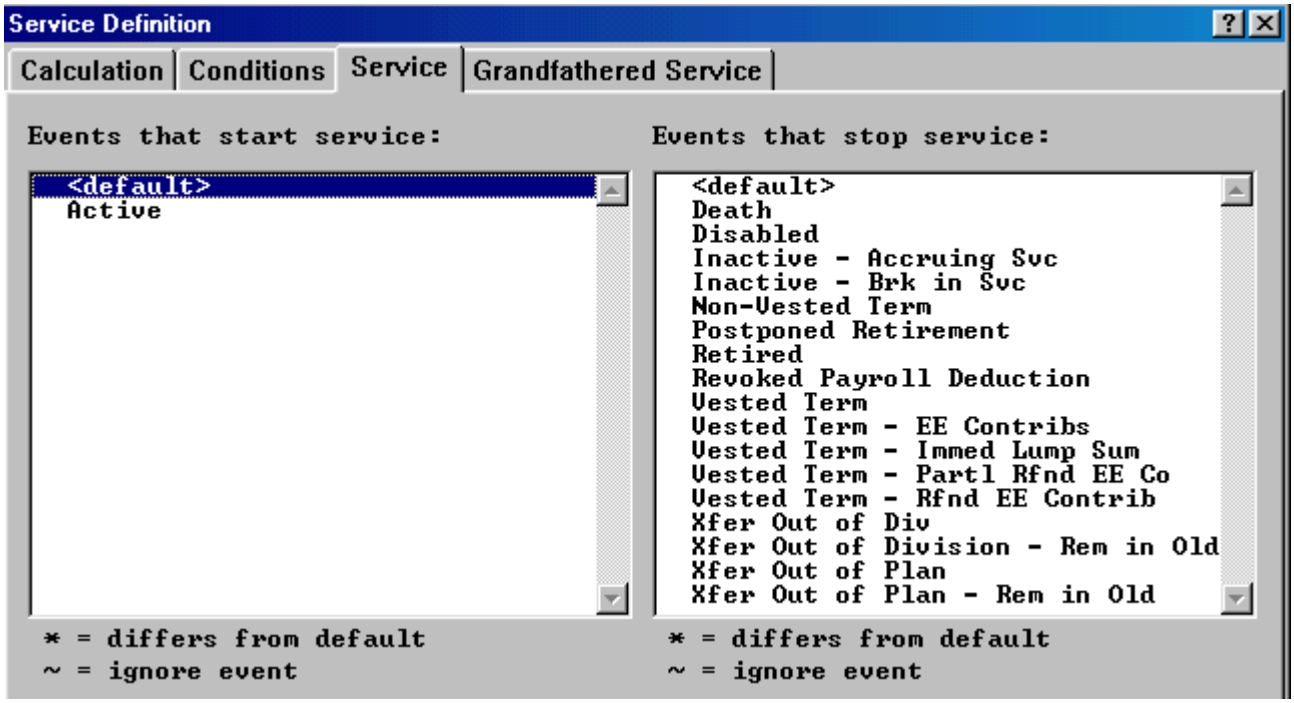


Service Definition

After you have set up the Event Definition you may select it in a Service Definition. This will allow you to then define different service calculation features by event.



When you use Events, each of your relevant events will be sorted on the Service tab based on whether you specified them as starting or stopping service. You first define the <default> service

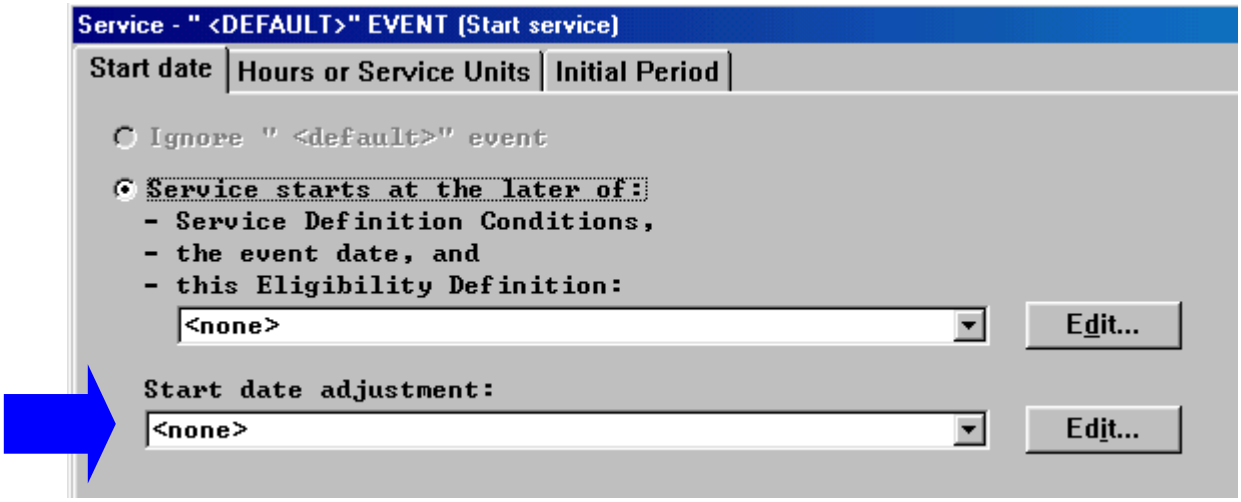


calculations for both starting and stopping service. Having done that, you can select specific events

and indicate how service is different for them than the <default>. Any such events will be displayed in the dialog with an asterisk in front of their name to highlight the fact that their service calculation is special.

Some basic rules that govern the calculation of service from Events are as follows:

1) All event-related Service Definitions in a Service Definition Set must use the same Event Definition.
2) Service Definitions can only change on the beginning of a Measurement Period. Events can occur any time after the Census Hire Date. Events prior to the Census Hire date will be dropped (and generate a warning message).
3) Events that occur during a non-event-based Service Definition will be dropped (and generate a warning message), although the last dropped event may be used upon entering an event-based Service Definition.
4) Service Definitions will only change if you are in a Start Event or prior to the first event. The Service Definition that was in effect when you entered a Stop Event (such as layoff or termination) will be used until the next Start Event (such as re-hire). If you enter a Stop Event and then later enter a different Stop Event without entering a Start Event in between (such as going from termination to retirement), the Service Definition associated with the previous Stop Event (i.e., termination) will be the Service Definition defining the second Stop Event (i.e., retirement).
5) For Start Events, the Start Date Adjustments define the Initial Measurement Period of the Start Event.



The Initial Measurement Period for a Stop Event is the Measurement Period containing the Stop Event date. Note that the Initial Measurement Period is only relevant if a special service calculation is specified for the Initial Measurement Period under the Initial Period tab.