



APPENDIX D: Review Dependent Coverage Information

You can reference the UPK help site for detailed steps on how to review Dependent Benefits: [Employee Actions: View Dependent Summary](#)

Navigation: Employee Actions > Health and Welfare > **Dependent Coverage**

The screenshot shows the UPath 'DEPENDENT COVERAGE SUMMARY' page for Charles Weiss. The page includes a user profile sidebar, a date selector (10/11/2017), and a table of dependent details for Janet M Weiss. Three callout boxes provide instructions: one points to the 'Dependent Coverage Summary' link in the sidebar, another points to the date selector and 'GO' button, and a third points to the dependent name 'Janet M Weiss' in the table.

Callout 1: Use the **Dependent Coverage Summary** page to review the benefits you selected for each of your dependents.

Callout 2: The **current date** defaults. To view benefits as of a different date, use the **calendar** icon to select the date and click the **Go** button.

Callout 3: Click on the **Dependent Name** link to view details and edit information as necessary.

User Profile: Charles Weiss, Primary Title: RSCH ADM 3, Employee ID: 10000021, Service Date: 04/01/2013

Navigation: Health and Benefits > Benefits Summary > Dependent Coverage

Date: 10/11/2017

Dependent Details: Janet M Weiss (SPOUSE (OPPOSITE/SAME SEX) NA)

Type of Benefit	Description
Medical	Kaiser North
Dental	Delta Dental PPO
Vision	Vision Service Plan (VSP)
Legal Services	ARAG Legal
Behavioral Health	Optum Behavioral Health-OPTKP
Supp Dependent Life - Spouse	Expanded Dep Life: Spouse 2.0X



Dependent Personal Information page

Charles Weiss
 Primary Title: RSCH ADM 3
 Employee ID: 10000021
 Service Date: 04/01/2013

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 Search [] Log out [] Bookmark []
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DEPENDENT PERSONAL INFORMATION

Select Save once you have edited your Dependent/Beneficiary's personal information. The changes will go

Personal Information

* First Name: Janet
 Middle Name: M
 * Last Name: Weiss
 Name Prefix: []
 Name Suffix: []
 * Date of Birth: 01/01/1966
 * Gender: Female
 SSN: 676-67-3448

Click in a field to edit dependent personal information.

Shaded fields are not available for editing.

Edit profile []
 Log out []

Charles Weiss
 Primary Title: RSCH ADM 3
 Employee ID: 10000021
 Service Date: 04/01/2013

What Relationship do you have with this dependent? Spouse

Address and Telephone

Same Address as Employee

Country: United States
 Address: 300 Lakeside Dr
 Dummy 100
 Oakland, CA 94612

Same Phone as Employee

Phone: 510/987-0457 Home

RETURN TO DEPENDENT SUMMARY [] SAVE []

Click the **RETURN TO DEPENDENT SUMMARY** button to view other dependent information.

If changes are made, click the **SAVE** button to save your updates.

Edit profile []
 Log out []



Dependent Coverage Summary page

Charles Weiss
Primary Title: RSCH ADM 3
Employee ID: 10000021
Service Date: 04/01/2013

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[Edit profile](#)

Behavioral Health	Optum Behavioral Health-OPTKP
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John R Weiss
CHILD EE BIOLOGICAL/ADOPTED NC

Type of Benefit	Description
Medical	Kaiser North
Dental	Delta Dental PPO
Vision	Vision Service Plan (VSP)
Behavioral Health	Optum Behavioral Health-OPTKP

Ashley Weiss
CHILD EE BIOLOGICAL/ADOPTED NC

Type of Benefit	Description
Medical	Kaiser North
Dental	Delta Dental PPO
Vision	Vision Service Plan (VSP)
Behavioral Health	Optum Behavioral Health-OPTKP

[DEPENDENT SUMMARY](#)

You can navigate to the **Dependent Summary** page from the **Dependent Coverage Summary** page.

Scroll to the bottom of the **Dependent Coverage Summary** page and click on the **DEPENDENT SUMMARY** button.



Dependent Information page

Charles Weiss
Primary Title: RSCH ADM 3
Employee ID: 10000021
Service Date: 04/01/2013

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Search Log out Bookmark

[Ask UCPath Center](#)

DEPENDENT INFORMATION

The people listed may be eligible for Benefit Coverage. Select a name to view or modify personal information.

Dependent Information

Name	Relationship to Employee	Date of Birth	Dependent
Janet Weiss	Spouse (Opposite/Same Sex) NA	01/01/1966	Yes
Etta Weiss	Child EE Biological/Adopted NC	01/01/2008	Yes
John Weiss	Child EE Biological/Adopted NC	01/01/2006	Yes
Ashley Welss	Child EE Biological/Adopted NC	01/01/2013	Yes

[RETURN TO DEPENDENT COVERAGE](#)

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The **Dependent Information** page lists your dependents and a summary of their personal information.