

Knowledge Workday-Pro-Benefits Points - Cert Workday-Pro-Benefits Guide



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Workday Workday-Pro-Benefits Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none">• Real Time Practice: Covers hands-on configuration of benefit plans, enrollment simulations, and use of Workday's tenant and enrollment dashboards.
Topic 2	<ul style="list-style-type: none">• Compliance and Audit: Covers ensuring benefits configurations meet legal and company policy requirements, including audit trail management.
Topic 3	<ul style="list-style-type: none">• Payroll & HCM Integration: Covers how benefits connect with payroll and HCM systems for automatic deductions and real-time updates.
Topic 4	<ul style="list-style-type: none">• Introduction: Covers foundational knowledge of Workday Benefits, including its architecture, navigation, and core concepts.

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Workday Pro Certification exam Sample Questions (Q51-Q56):

NEW QUESTION # 51

An employee is undergoing a dissolution of domestic partnership (divorce) and requests that their ex-spouse be removed from their dependent profile. How should the benefits administrator handle this request?

- A. The benefits administrator should delete the elections from the dependent by processing a divorce benefit event and then delete the dependent from the system.
- B. The benefits administrator should delete the dependent profile from related actions, which will automatically remove the dependent from all benefit elections.
- C. The benefits administrator should inactivate the dependent profile from related actions, which will automatically remove the dependent from all benefit elections.
- **D. The benefits administrator should process the Dissolution of Domestic Partnership benefit event, which will remove all elections from the dependent. Then the benefits administrator will inactivate the dependent from their related actions.**

Answer: D

Explanation:

The correct answer is A because Workday benefits administration requires the administrator to first address the benefit elections tied to the dependent before removing the related person from active use. When a domestic partnership or marriage ends, the correct process is to run the appropriate life event so the system can properly terminate the dependent's benefit coverage, update eligibility, and maintain an accurate audit trail of the enrollment changes. After the benefit event removes the dependent from all applicable elections, the administrator can then inactivate the dependent through related actions on the dependent record.

Option B is incorrect because deleting a dependent from the system is not the proper approach and would not preserve history appropriately. Option C is also incorrect because deleting the dependent profile does not represent the standard Workday process for handling dependent removal from benefits. Option D is incomplete because simply inactivating the dependent profile does not correctly process the benefits event or ensure elections are ended through the proper event-driven mechanism. Workday relies on the life event first, followed by dependent inactivation.

NEW QUESTION # 52

A new benefit plan will become eligible for enrollment for employees on July 1, in the middle of the current plan year. What steps do you take to ensure the plan is implemented and eligibility is controlled correctly?

- A. Add the benefit plan to the existing plan year definition without setting any eligibility rules, as eligibility will automatically be controlled.
- B. Create a benefit plan year definition with the starting date of July 1, including the new benefit plan.
- C. Create the benefit plan as of July 1, but introduce the new plan during the next plan year.
- **D. Future date the benefit plan as of July 1 and add it to the existing benefit plan year definition for employees to enroll.**

Answer: D

Explanation:

The correct answer is C because Workday allows benefit plans to be introduced mid-year by using effective dating on the plan and associating that plan with the existing benefit plan year definition. Since the plan must become available on July 1 within the current plan year, the correct approach is to configure the plan with a future effective date of July 1 and ensure it is included in the current plan year so eligible workers can enroll when the plan becomes active.

Option A is incorrect because delaying the plan until the next plan year does not meet the stated requirement for a mid-year rollout.

Option B is also incorrect because creating a separate plan year beginning July 1 is not the standard solution when the organization is already operating within an existing plan year. Option D is incorrect because eligibility is not automatically controlled simply by adding the plan to a plan year; eligibility must still be governed through the appropriate benefit group and plan eligibility configuration. Effective dating plus inclusion in the current plan year provides the correct structure for controlled mid-year implementation.

NEW QUESTION # 53

While creating a benefit plan you receive the following Workday-delivered error message:

"Error: You must enter today's date or a date in the past. You cannot enter a future date." How can you ensure your plan is available for enrollment next year?

- A. The plan will be automatically available for enrollment based on the effective date of the benefit plan.
- **B. Add the plan to the appropriate benefit plan year definition to make it active during a plan year.**
- C. Mark the plan as Inactive on the benefit plan setup until it is available for enrollment.
- D. Add the plan to the current benefit plan year definition so it is available for enrollment next year.

Answer: B

Explanation:

The correct answer is B because Workday separates plan configuration dates from plan availability for enrollment through the use of benefit plan year definitions. Even though the system restricts entering a future effective date during plan creation, administrators can still control when a plan becomes available by associating it with a specific benefit plan year. The plan year defines the enrollment period, coverage dates, and availability of benefit plans for a given cycle, such as the upcoming year.

By adding the plan to the appropriate future benefit plan year definition, the administrator ensures that the plan is included in enrollment events like Open Enrollment for that year. Option A is incorrect because the effective date alone does not determine enrollment availability. Option C is not appropriate, as marking a plan inactive prevents usage rather than scheduling future availability. Option D is incorrect because assigning the plan to the current plan year does not make it available for the next year's enrollment. Proper configuration of the benefit plan year is the correct approach to control timing and availability.

NEW QUESTION # 54

You are a benefit administrator. You must determine how many benefit groups to create. For what reason would you create more than one benefit group?

- A. One benefit plan is only available for employees over 50 years old.
- B. Workers hold multiple positions within the enterprise.
- C. Health care coverage targets are different between two medical plans.
- **D. You have employees in the United States and the United Kingdom and they receive benefits in different currencies.**

Answer: D

Explanation:

The correct answer is C because benefit groups in Workday are typically created when distinct populations of workers need different overall benefits structures, often due to major organizational differences such as country, legal entity, or currency. When employees are located in different countries like the United States and the United Kingdom, they commonly have different benefit programs, regulatory requirements, providers, and plan pricing currencies. In that situation, separate benefit groups help organize eligibility and ensure each population is tied to the correct set of plans and configuration rules.

Option A is not the best reason because holding multiple positions does not by itself require separate benefit groups; eligibility is usually managed through worker and job-based rules. Option B is more appropriately handled through plan-level eligibility rules rather than creating an entirely separate benefit group for one age-based condition. Option D concerns differences within medical plan design, such as coverage targets, which can be handled at the plan configuration level rather than by creating separate groups. Benefit groups should be used when broad populations require distinct benefits frameworks, and different countries with different currencies are a strong example of that need.

NEW QUESTION # 55

A consultant is working with a client to set up maximum coverage limits between two insurance plans. The client wants the Spousal Life coverage to be no more than 50% of the employee's Voluntary Supplemental Life coverage. How will the consultant implement this?

- **A. Create a cross plan insurance percentage maximum to limit Spousal Life coverage to 50% of Voluntary Supplemental Life.**
- B. Create a cross plan enrollment prerequisite to ensure the employee selects the same coverage target for both insurance plans.
- C. Add a validation to the change benefits business process to limit Spousal Life coverage to 50% of Voluntary Supplemental Life.
- D. Add an eligibility rule to the Spousal Life plan to limit coverage to 50% of the employee's Voluntary Supplemental Life coverage.

Answer: A

Explanation:

The correct answer is D because Workday provides cross plan insurance rules specifically to control relationships between elections across multiple insurance plans. When one plan's maximum coverage must be calculated as a percentage of another plan's election, the correct configuration is a cross plan insurance percentage maximum. In this case, the Spousal Life plan must be capped at 50% of the employee's Voluntary Supplemental Life election, so the system needs a rule that compares the two plans and enforces that percentage-based limit during enrollment.

Option A is incorrect because an eligibility rule determines whether a worker can enroll in a plan, not how one insurance election is mathematically limited by another. Option B is also incorrect because business process validations are not the standard configuration method for enforcing insurance coverage relationships during benefit elections. Option C does not solve the requirement either, since a prerequisite can require another election but does not impose a percentage-based maximum. To enforce dependent insurance coverage limits tied to an employee's elected amount, Workday uses a cross plan insurance percentage maximum, making D the correct configuration choice.

NEW QUESTION # 56

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