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Workday Pro Certification exam Sample Questions (Q22-Q27):

NEW QUESTION # 22

A benefit administrator needs to roll out a new plan to replace an existing plan to employees who have been with the company for 12 months. Employees who reach their 12-month length of service should get this plan on their anniversary. What type of event should the benefit administrator use to roll out this plan to employees in the U.S. benefit group?

- A. New Hire
- B. Open Enrollment
- C. Worker Selectable
- D. Passive

Answer: D

Explanation:

The correct answer is C because a Passive event in Workday is used when benefit changes must occur automatically without requiring employee action. In this scenario, the new plan is triggered when employees reach a 12-month service milestone, and the requirement is to automatically transition them to the new plan on their anniversary date. Passive events are designed for exactly this type of situation, where the system enforces enrollment changes based on predefined eligibility conditions or milestones.

Option A is incorrect because Open Enrollment applies to all eligible employees during a scheduled enrollment window and requires employee participation. Option B is incorrect because New Hire events only apply at the time of hire, not for service anniversaries.

Option D is also incorrect because Worker Selectable events require the employee to actively make a choice, which contradicts the requirement for automatic enrollment. A Passive event ensures the system evaluates eligibility at the 12-month mark and applies the new plan without requiring any employee interaction, making it the correct configuration approach.

NEW QUESTION # 23

Refer to the following scenario to answer the question below:

You need to configure an Open Enrollment event for your client, with these requirements:

All benefit coverages and deductions will start at the beginning of the new plan year.

Employees may select any benefit for which they are eligible.

If employees do not make changes during open enrollment, they should remain enrolled in the benefits they had prior to open enrollment.

If employees do not enroll in Health Savings Account and Flexible Spending Accounts, then those benefits should no longer be active for the employee.

On the Coverage Rules tab, what must you enter in the Defaulting Rules field to ensure employees making no changes to their HSA and FSA elections are no longer enrolled in those plans?

- A. Default to Current Provider/Classification or Waive
- B. Reinstate Previous Elections or Waive
- C. Default to Waive
- D. Default to Current Elections or Waive

Answer: C

Explanation:

The correct answer is A because Health Savings Accounts (HSA) and Flexible Spending Accounts (FSA) typically require active re-enrollment each plan year, meaning they do not automatically carry forward prior elections. In Workday, this behavior is controlled through the Defaulting Rules on the Coverage Rules tab of the Enrollment Event Rule. By selecting Default to Waive, the system ensures that if an employee does not take action during Open Enrollment, their election for these plans will default to waived status, effectively ending their participation for the new plan year.

Option B is incorrect because Default to Current Elections or Waive would retain prior elections if no changes are made, which contradicts the requirement that HSA and FSA should not remain active without explicit enrollment. Option C is also incorrect because reinstating previous elections would automatically continue participation. Option D is not relevant because provider or classification defaulting does not control whether coverage continues or is waived. Therefore, to enforce active enrollment and prevent automatic carryover, the correct configuration is Default to Waive.

NEW QUESTION # 24

Refer to the following scenario to answer the question below.

You need to configure an Open Enrollment event for your client, with these requirements:

All benefit coverages and deductions will start at the beginning of the new plan year.

Employees may select any benefit for which they are eligible.

If employees do not make changes during open enrollment, they should remain enrolled in the benefits they had prior to open enrollment.

If employees do not enroll in Health Savings Account and Flexible Spending Accounts, then those benefits should no longer be active for the employee.

On the Coverage Rules tab, what must you enter in the Defaulting Rules field to ensure employees making no changes to their medical or dental plans remain in the elections they had prior to open enrollment?

- A. Reinstate Previous Elections, Priority Coverage or Waive
- **B. Default to Current Elections or Waive**
- C. Default to Waive
- D. Default to Priority Coverage or Waive

Answer: B

Explanation:

The correct answer is B because medical and dental plans typically follow a passive enrollment approach during Open Enrollment, meaning employees who take no action should automatically retain their current elections. In Workday, this behavior is controlled through the Defaulting Rules on the Coverage Rules tab of the Enrollment Event Rule. Selecting Default to Current Elections or Waive ensures that if an employee does not actively make changes, the system carries forward their existing elections into the new plan year.

This aligns with the requirement that employees remain enrolled in their prior medical and dental coverage unless they explicitly choose otherwise. Option A is incorrect because Priority Coverage is used when selecting among multiple available options rather than maintaining existing elections. Option C is not appropriate because it introduces unnecessary complexity and is not the standard configuration for passive enrollment scenarios. Option D is incorrect because Default to Waive would terminate coverage for employees who do not take action, which contradicts the requirement. Therefore, using Default to Current Elections or Waive ensures consistent continuation of coverage for passive enrollment plans like medical and dental.

NEW QUESTION # 25

What is true about setting up coordination of events in benefits?

- **A. You should turn it off for mass events.**
- B. You should turn it off for all your events.
- C. You should turn it off for passive events.
- D. You should turn it off for all your HR-related events.

Answer: A

Explanation:

The correct answer is C because coordination of events in Workday Benefits is designed to manage how multiple benefit events interact with each other, especially when they overlap in timing or impact similar coverage types. While coordination is useful for handling standard life events and ensuring proper sequencing, it is generally recommended to turn off coordination for mass events, such as Open Enrollment or large-scale administrative events.

Mass events typically involve a large population of employees and are intended to process uniformly without being impacted by other concurrent or prior events. If coordination is left enabled, it can introduce unnecessary complexity, delays, or unintended dependencies between events, potentially preventing mass processing from completing efficiently. Disabling coordination ensures that mass events run independently and consistently across all eligible employees.

Option A is incorrect because HR-related events often benefit from coordination to ensure proper sequencing and data integrity.

Option B is not correct because passive events may still require coordination depending on configuration. Option D is incorrect because coordination is an important feature and should not be universally disabled. Therefore, the best practice is to turn off coordination specifically for mass events.

NEW QUESTION # 26

Refer to the following scenario to answer the question below.

You need to configure an Open Enrollment event for your client, with these requirements:

All benefit coverages and deductions will start at the beginning of the new plan year. Employees may select any benefit for which they are eligible.

If employees do not make changes during open enrollment, they should remain enrolled in the benefits they had prior to open enrollment.

If employees do not enroll in Health Savings Account and Flexible Spending Accounts, then those benefits should no longer be active for the employee.

Where do you configure these requirements?

- A. Benefit Coverage Types
- B. Initiate Open Enrollment
- C. Maintain Enrollment Event Type
- **D. Enrollment Event Rule**

Answer: D

Explanation:

The correct answer is D because the Enrollment Event Rule is the configuration area in Workday that controls how benefit elections behave during events such as Open Enrollment. This is where administrators define which coverage types are available, when coverage and deductions begin, what defaulting logic applies if employees take no action, and how plans such as HSA and FSA should be treated when active re-enrollment is required. The scenario specifically references requirements that involve start dates, election behavior, and default outcomes, all of which are managed through the rule tied to the enrollment event.

Option A is incorrect because the Enrollment Event Type identifies and classifies the event, but it does not hold the detailed coverage behavior rules described in the question. Option B is also incorrect because Benefit Coverage Types classify plan groupings rather than define event processing logic. Option C is not correct because Initiate Open Enrollment is the process used to launch the event, not the place where these functional requirements are configured. Since the requirement is about controlling enrollment behavior and coverage processing during the event, the correct setup location is the Enrollment Event Rule .

NEW QUESTION # 27

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