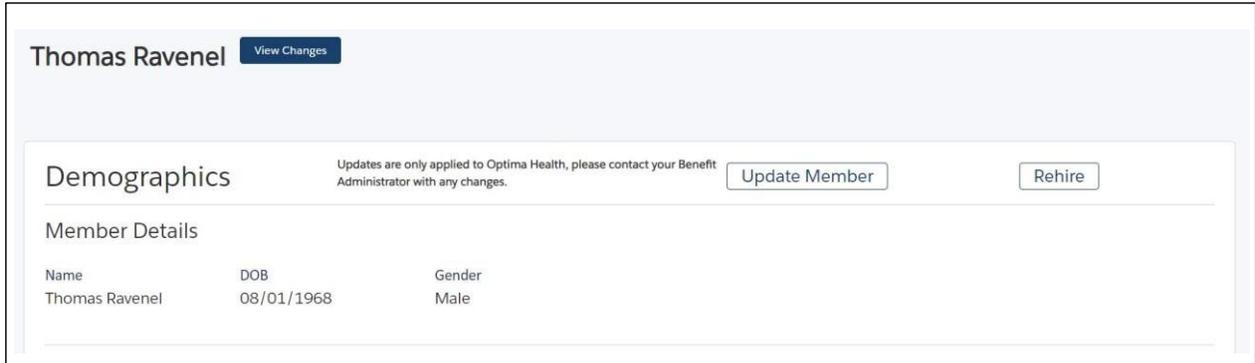


Rehire Employee

To rehire an employee, navigate to their member record and click **Rehire**.



Thomas Ravenel [View Changes](#)

Demographics Updates are only applied to Optima Health, please contact your Benefit Administrator with any changes. [Update Member](#) [Rehire](#)

Member Details

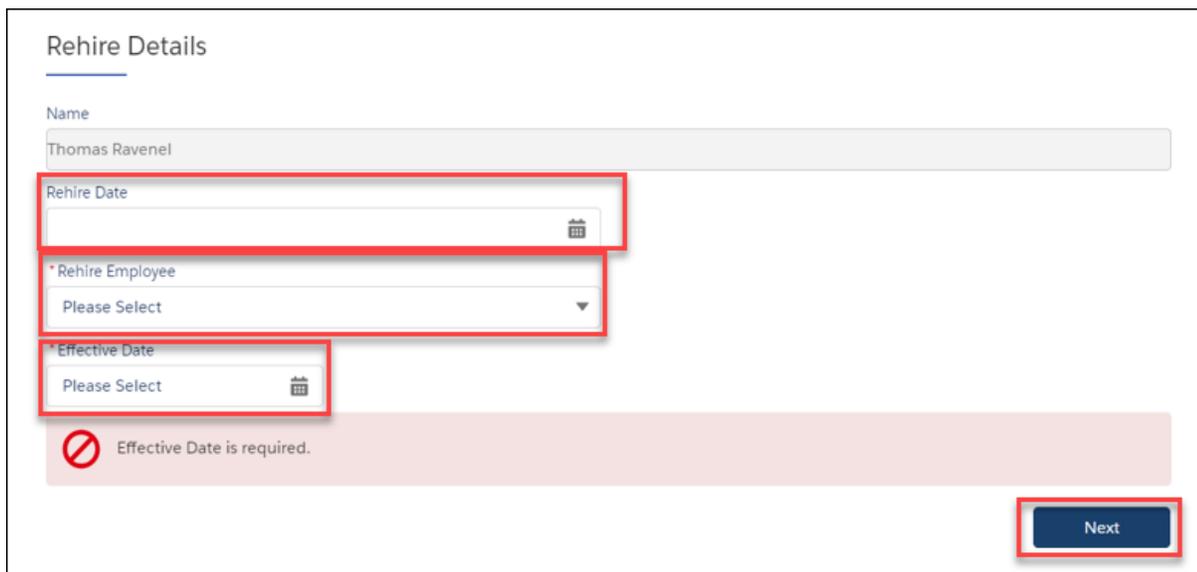
Name	DOB	Gender
Thomas Ravenel	08/01/1968	Male

Provide the date of rehire and select the method of rehire from the dropdown. Your choices include:

- With a wait period: Requires employee to satisfy group's waiting period after rehire date.
- Without a wait period: Does not require employee to satisfy group's waiting period after rehire date. This will re-enroll the employee in their previous benefit plan(s).

Your selection on this dropdown menu will auto populate the **Effective Date** field.

Click **Next**.



Rehire Details

Name
Thomas Ravenel

Rehire Date

* Rehire Employee
Please Select

* Effective Date
Please Select

 Effective Date is required.

[Next](#)

You will receive confirmation that the member's details have been updated. Click **Finish**.

