

HR Support Services

(1-888-887-3277)

Option 1 – Health Benefits Center

8:00 AM - 08:00 PM EST, Monday – Friday
Medical/Dental enrollment and coverage
Life Insurance
Worklife Solutions

Option 2 – Financial Benefits – 401(k) and Smart Choice Accounts Transition Services*

8:00 AM - 08:00 PM EST, Monday – Friday
*2022 Smart Choice Accounts (HCFSA and DCFSA claims through March 31,
2023)

Option 3 - Payroll Card Questions

WireCard Pay Card

Option 4 – Verification of Employment and Earnings

Thomas & Company

Option 5 - W-2 Management

8:00 AM - 08:00 PM EST, Monday – Friday
Pin Resets
W-2 Inquiries

Option 6 - HR Support Center (ASC)

9:00AM - 6:00 PM EST, Monday - Friday
Payroll Inquires – Earnings, Tax, Wage Attachments
HR Processes – BrassRing, Background Checks
Employment Files & PeopleSoft Records
Vacation, Holidays
General HR Inquiries