COURSE SYLLABUS

Federal Employee Benefits & SSA Entitlements for Administrators Course

This course equips HR professionals with the expertise to interpret and communicate Social Security and Medicare benefits. Participants will learn how eligibility, enrollment, and coverage interact with federal retirement programs to help employees plan for a secure and well-informed retirement.

> Group classes (Washington, DC) and onsite training are available for this course.
> For more information, email onsite@graduateschool.edu or visit: https://sdfm.graduateschool.edu/courses/federal-employee-entitlements-for-administrators



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Course Outline

Module 1: Introduction to Federal Benefits

Introduce the two major federal retirement systems: Civil Service Retirement System (CSRS) & Federal Employees Retirement System (FERS)

Module 2: Retirement Eligibility

- Identify the types of retirements available under CSRS and FERS
- Review age and years of service requirements
- Determine when employees are eligible to retire under the appropriate retirement system (CSRS or FERS)

Module 3: Social Security Benefits and Medicare Overview

- Identify the components of the Social Security benefits program
- Explain the eligibility requirements to receive Social Security retirement benefits and family benefits
- Describe how the SS benefit is computed
- Explain how SS retirement benefits and family benefits coordinate with CSRS and FERS retirement benefits
- Identify components of the Medicare program