Employee Benefits and Group Health Insurance Training Course

Professional Development Training Course Outline

Category	Insurance	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

In today’s fast-evolving workplace, employee benefits and group health insurance have become powerful tools in attracting and retaining top talent. Understanding the complexities of insurance plans, compliance regulations, cost management, and employee wellness programs is critical for HR professionals, benefits coordinators, and decision-makers. Training Course on Employee Benefits and Group Health Insurance offers in-depth knowledge of employee benefit strategies, group health insurance plans, and emerging trends in the benefits landscape.

With rising healthcare costs and a competitive job market, organizations must be equipped to provide cost-effective, compliant, and appealing benefits packages. This course empowers participants with the skills to design, implement, and manage robust employee benefit programs while addressing challenges such as regulatory compliance, employee education, and risk mitigation.

Programme Curriculum

Employee Benefits and Group Health Insurance Training Course

Introduction:

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education, and risk mitigation.

Course Objectives

1. Understand the fundamentals of employee benefits administration.
2. Explore group health insurance plans and their structures.
3. Analyze cost containment strategies for employee healthcare.
4. Evaluate regulatory compliance, including ACA, HIPAA, and COBRA.
5. Identify emerging trends in healthcare benefits and voluntary benefits.
6. Develop strategies for employee wellness programs.
7. Understand the impact of telehealth and digital health in benefit plans.
8. Assess retirement plans integration and coordination with insurance.
9. Manage vendor selection and third-party administrators (TPAs).
10. Improve employee communication regarding benefits options.
11. Create inclusive benefits for diverse and remote workforces.
12. Understand mental health benefits and their ROI.
13. Use data analytics to optimize benefits performance and satisfaction.

Target Audience:

1. Human Resource Managers
2. Benefits and Compensation Coordinators
3. Payroll Administrators
4. Insurance Brokers and Consultants
5. Small Business Owners
6. Financial Planners
7. Corporate Wellness Program Managers
8. Legal Compliance Officers

Course Duration: 5 days

Course Modules

Module 1: Introduction to Employee Benefits

- Definition and scope of employee benefits
- Historical development of group insurance
- Legal framework governing benefits (ERISA, ACA)
- Key benefit types: health, dental, vision, life, disability
- Strategic importance in employee retention
- **Case Study**: Building a competitive benefits package for a tech startup

Module 2: Understanding Group Health Insurance Plans

- Types: HMO, PPO, POS, HDHP
- Premiums, deductibles, and co-payments
- Employer vs. employee contributions
- Enrollment processes and eligibility
- Role of insurers and TPAs
- **Case Study**: Comparing plan choices for a mid-size manufacturing firm

Module 3: Benefits Compliance and Risk Management

- HIPAA, COBRA, ERISA, ACA compliance
- Penalties and legal implications

- Risk assessment and mitigation strategies
- Role of legal counsel in benefits planning
- Navigating audits and documentation
- **Case Study**: Avoiding non-compliance in a retail chain's health plan

Module 4: Cost Management and Benefits Optimization

- Cost-sharing models and negotiation tactics
- Data analytics for benefits optimization
- Value-based insurance design (VBID)
- Employee engagement for cost control
- Health Savings Accounts (HSAs) and FSAs
- **Case Study**: Reducing benefit costs without compromising coverage

Module 5: Voluntary and Supplemental Benefits

- Critical illness, accident, hospital indemnity
- Dental, vision, and legal services
- Employer-sponsored vs. employee-paid
- Trends in personalized benefits
- Importance of benefits customization
- **Case Study**: Integrating voluntary benefits in a public sector organization

Module 6: Wellness Programs and Mental Health Benefits

- Designing inclusive wellness initiatives
- EAPs, fitness incentives, smoking cessation
- ROI of wellness programs
- Addressing mental health stigma in the workplace
- Measurement of wellness outcomes
- **Case Study**: Launching a wellness and mental health program in a law firm

Module 7: Communicating Employee Benefits Effectively

- Multi-channel communication strategies
- Open enrollment education and tools
- Decision-support systems and benefits portals
- Training HR and line managers
- Inclusion of multilingual and accessible materials
- **Case Study**: Overhauling benefits communications for a global nonprofit

Module 8: Future of Benefits and Digital Transformation

- Digital health tools and telemedicine integration
- AI and big data in benefits administration
- Automation and self-service platforms
- Adapting to hybrid and remote work trends
- ESG (Environmental, Social, Governance) in benefits strategy
- **Case Study**: Implementing a digital benefits platform in a fast-growing SaaS company

Training Methodology:

- Interactive lectures with real-world examples
- Case-based learning and scenario simulations
- Group discussions and brainstorming sessions
- Hands-on activities and decision-making exercises

- Access to expert panels and recorded sessions
- Post-training assessment and feedback reports

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

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