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## **OHCAccess Bulletin – 7/6/2016**

### **For Distribution to All TSA Employees**

#### **Debt Management Feature on the Employee Personnel Page (EPP)**

Effective Pay Period 13 (PP13), a new Debt Management page will be added to the Employee Personnel Page (EPP). The new page will reflect outstanding commercial salary overpayments and Federal Employees Health Benefits (FEHB) debts and allow users to view their open receivables and receipt account debts within EPP. Only employees with debts will be able to view the Debt Summary Statement.

To view the Debt Summary Statement:

1. Select the **Debt Management** link located beneath the Personal Info menu on the left side of the page.
2. The Debt Summary Statement will be displayed with a list of current debts.
3. Click the **View Details** icon for a specific debt to see additional information about it. This is a view-only page.
4. Click **Exit** to return to the Debt Summary Statement.

If you have any questions, please contact the OHCAccess Help Desk at 1-877-872-7990 or [helpdesk@mailserver-hraccess.tsa.dhs.gov](mailto:helpdesk@mailserver-hraccess.tsa.dhs.gov). If you are an Executive, please contact the Executive Help Desk at 1-877-872-7991 [ESO@mailserver-hraccess.tsa.dhs.gov](mailto:ESO@mailserver-hraccess.tsa.dhs.gov).