Lived Name Information and Resources

UCPath is making changes to ensure that employees are identified by their self-chosen or "lived name" in UCPath. These changes align with UC's Gender Recognition and Lived Name policy

What is changing?

Beginning June 20, 2023, the new "Name" field will replace the "Preferred Name" field in UCPath. The "Name" field represents an employee's self-chosen name, which may differ from their legal name.

How should employees prepare for this change?

Employees who previously entered a self-chosen name in the "Preferred Name" field, should review their entry to ensure the information is accurate and up to date before June 16, 2023.

How will employee names appear in UCPath after the change?

- The "Name" field will populate with the employee's self-chosen name or their legal name if a self-chosen name is not provided.
- The self-chosen name will be visible in UCPath's employee and manager self-service systems.
- Most search results and pages will display an employee's self-chosen name, and UCPath will only use the legal name when necessary for regulatory and business purposes.

Protecting employee's personally identifiable information (PII)

Legal names are required on certain pages and documents, such as those related to pay. Location and UCPath transactors with access to the "Legal Name" field must maintain its confidentiality like Social Security numbers or other sensitive PII.

Videos and other resources

- Lived Name - What to Expect - Managers and Employees
- UC Lived Name/Preferred Name Policy
- How to Change A Preferred Name Job Aid
- Gender Recognition and Lived Name Policy: Guidelines for Handling and Protecting Sensitive Information
- List of Updated UCPath Online Pages
- Frequently Asked Questions