ORMED | MIS
Human Capital Management

Handle with care

PAYROLL

Simplify Payroll with Sophisticated and Flexible Software

No other HR responsibility has as much potential to cause waves of dissatisfaction as the payroll system. Unmovable deadlines and a zero margin for error put a premium on its accuracy and dependability. It must be stringent to meet all legal and reporting requirements yet flexible to accommodate multiple labor contracts and employment understandings.

The crown jewel of ORMED | MIS's Human Capital Management suite is our Payroll application, with a processing engine that automates all aspects of complex pay and benefit calculations, assuring staff that calculations are accurate. The software has been strategically designed to be flexible enough to accommodate a variety of intricate labor contracts and employment arrangements yet still minimize the amount of manual intervention required.

- Powerful, flexible, table-driven Payroll processing engine
- Effortlessly manage pay rate changes with automated seniority and calendar incrementing
- Create detailed, easy-to-understand pay code descriptions

An employee's timesheet

To achieve efficiency and accuracy, best practice calls for minimizing the amount of manual intervention required. That's where an automated, integrated, industry-hardened software solution can be invaluable.

An employee's unique earnings and deductions record

Did you know?

- Best practice companies in the Fortune 1000 spend $85USD per employee per year on payroll; others spend as much as $715USD (Source: Business Finance, April 2003).

- A Payroll check costs an average $1.07USD whereas a direct deposit costs an average $0.05USD (Source: American Bankers Association).

- Automatically validate time off requests against actual available balances; disallow excess requests
- Automatically calculate shift and statutory holiday premiums
- Quickly setup an unlimited number of benefits and deductions
- Automatically process retroactive pays
- Perform reversals, adjustments, and exception pay processing
- Post direct deposits to multiple bank accounts
- Customize employee deposit slips
- Calculate employee sick, vacation, leave and seniority bank balances
- Manage employee receivables
- Access historical timecards, registers, journal entries, and checks online
- Import bulk data from Excel spread-

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- sheets for mass corrections or high volume items such as cafeteria deductions
- Create and customize user-defined fields *(date, character, numeric, or true and false)* for tracking purposes
- Use the Check Reconciliation window to reconcile active and cleared checks
- Use a worry-free posting process—all journal entries are validated before any posting can occur
- Launch third party reporting tools from within all modules
- Generate Nursing Compass export files to analyze nurse workload and statistics.

- Option to import and validate transactions from leading scheduling products or simple Excel templates
- Easily run regular and ad hoc reports in seconds
- Select one position as an employee's primary position for reporting and tracking purposes
- Store alternate capacities that an employee may occupy, and automate pay rate overrides when that position is assigned

PAYROLL EMPLOYEE MANAGER

Employee Information at Your Fingertips

ORMED|MIS Payroll Employee Manager was designed for complex organizations where employees:

- May have multiple jobs
- May hold multiple positions or work in multiple capacities
- Float across multiple departments
- Work in multiple facilities
- Belong to one or more unions or collective bargaining units
- Are impacted by multiple pay rates
- Earn diverse combinations of benefits

The heart of our Payroll system, Payroll Employee Manager relies on shared data files that can be updated and edited from multiple points within the system to put crucial employee information on the desktops of the managers who need it. Manual intervention is minimized, and decision-making confidence is increased.

- Track complete employee job history
- Access employee vacation, sick, overtime, and seniority bank information
- Review historical time cards and pay slips
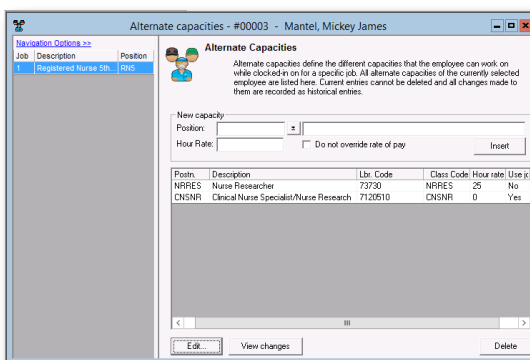
Record alternate capacities for employees, including pay rate overrides if applicable

- Store unlimited contact information *(phone numbers, addresses, etc.)*
- Record emergency contacts and dependents
- Store incumbent positions an employee is eligible to fill
- Store alternate positions when an employee may work, including alternate rates of pay if applicable
- Easily generate regular and ad hoc reports in seconds
- Hassle-free document and image attachment in a single step
- Attach photos to display directly on employee profile
- Manage employee benefits
- Manage employee-specific earnings and deductions
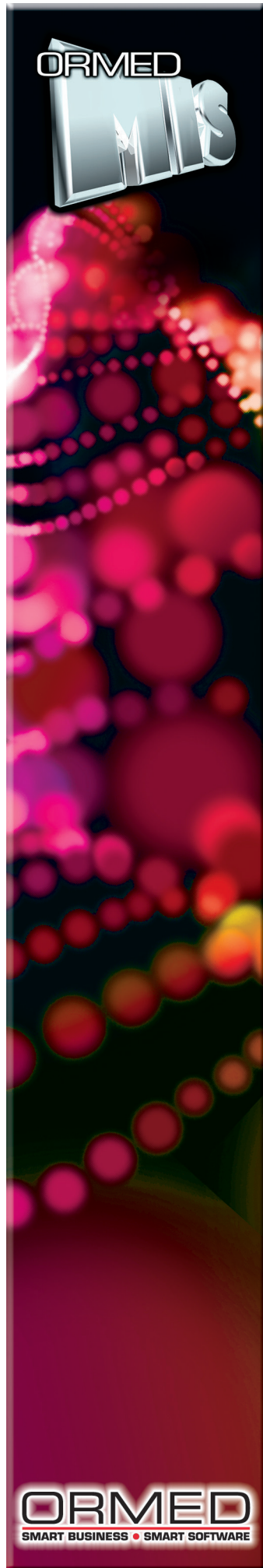
STATUTORY REPORTING
Effortlessly Meet Government Reporting Requirements

This module helps you satisfy ever-increasing demand for electronic reports and web-based downloads as requested by legislative agencies and government ministries. It frees up valuable processing time because system-generated reports and electronic data submissions are continuously updated by ORMED|MIS, basically automating mandatory government reporting.

All standard reports for each region are included and updates and additions are made quarterly.

- Prepare Quarterly 941 Reports
- Perform U.S. Internal Revenue Service W-2 files and employee tax slips
- Create quarterly unemployment reports
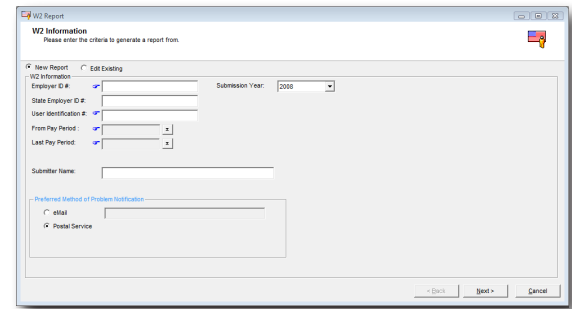
W-2 U.S. Federal Report

With the ability to handle an organization of any size and complexity, ORMED|MIS's Payroll modules are flexible and powerful enough to handle endless labor contracts and employment arrangements of any intricacy.

Despite healthcare's payroll complexity, manual intervention is minimized, a testament to ORMED|MIS's twenty five years of experience in producing cutting-edge software for Payroll professionals in healthcare organizations.