

Dear caregiver,

The payroll department is pleased to announce an enhancement to those receiving their payroll via Direct Deposit. Effective 5/4/2018 vouchers will no longer be sent via US mail, unless specifically requested. Each caregiver will be able to view and print their paystub 24/7 through our new ESS online system.

AVAILABLE FILTER OPTIONS

Filter Options	
Stub Number	<input type="text" value="Stub Number"/>
Work Date	<input type="text" value="Work Date - mm/dd/yyyy"/>
Gross Pay	<input type="text" value="Gross Pay Min"/>
	<input type="text" value="Gross Pay Max"/>
Period From	<input type="text" value="Period From - mm/dd/yyyy"/>
Period To	<input type="text" value="Period To - mm/dd/yyyy"/>
Net Pay	<input type="text" value="Net Pay Min"/>
	<input type="text" value="Net Pay Max"/>

- Search for specific Voucher Number.
 - Looking for a specific visit? Enter the date in question to search.
 - Search for range of Gross Pay \$ amounts.
 - Search paystubs within specific “Pay Period Begin and End” dates.
 - Search for range of Net \$ amounts.
- 1) *In order to view or download paystubs, popups on your browser will need to be unblocked.*
 - 2) *If attempting to view a paystub on a mobile device the “desktop feature” may need to be activated.*
 - 3) *Paystubs will be available to view for 12 months.*
 - 4) *If you forget your password, please contact your payroll department. to reset.*