

Option to Not Have Employees Removed from Payroll Register

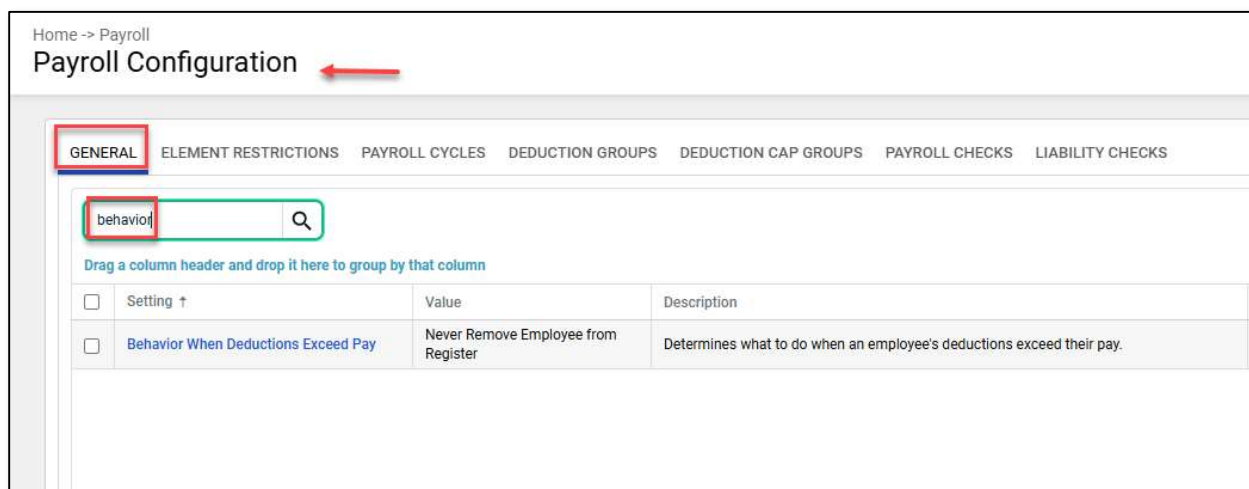
APTAFUND-3165

Option to not have employees removed from Payroll Register when Deductions exceed Pay.

A new configuration setting has been added for clients to decide how they want the exceptions to work when employees selected for pay have deductions that exceed their payment account. This setting is located in Payroll Configuration, and it is named “Behavior When Deductions Exceed Pay”.

Users may access and choose the selection that will determine the what the Payroll Register does with employees when their deductions exceed their pay, in Payroll Configuration.

Navigate to the HR, Payroll and ESS Tab, then choose Payroll Configuration. In the General tab, enter “behavior” in the search box to bring up the setting.



Home -> Payroll
Payroll Configuration

GENERAL ELEMENT RESTRICTIONS PAYROLL CYCLES DEDUCTION GROUPS DEDUCTION CAP GROUPS PAYROLL CHECKS LIABILITY CHECKS

behavior

Drag a column header and drop it here to group by that column

<input type="checkbox"/>	Setting ↑	Value	Description
<input type="checkbox"/>	Behavior When Deductions Exceed Pay	Never Remove Employee from Register	Determines what to do when an employee's deductions exceed their pay.

Contact Support:

apta50support@harriscomputer.com

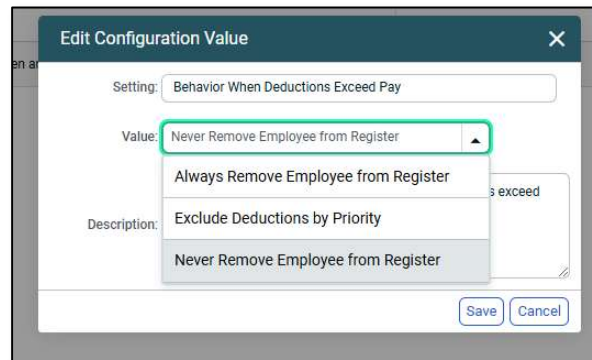
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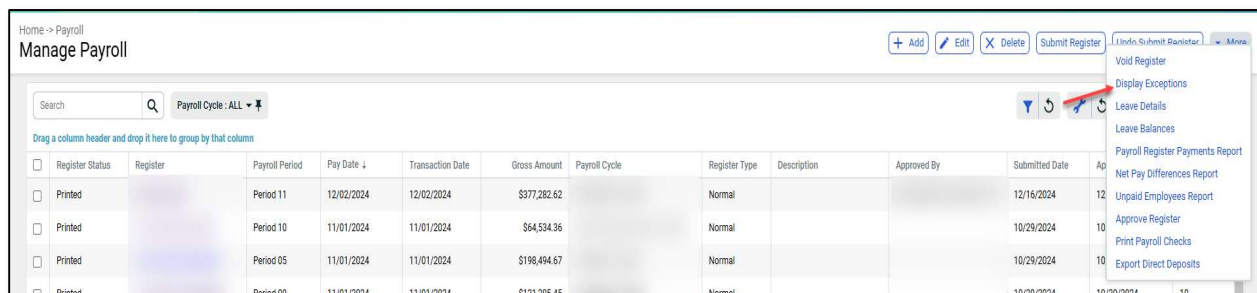


Click the hyperlink for the options to become selectable. The options in this setting are:

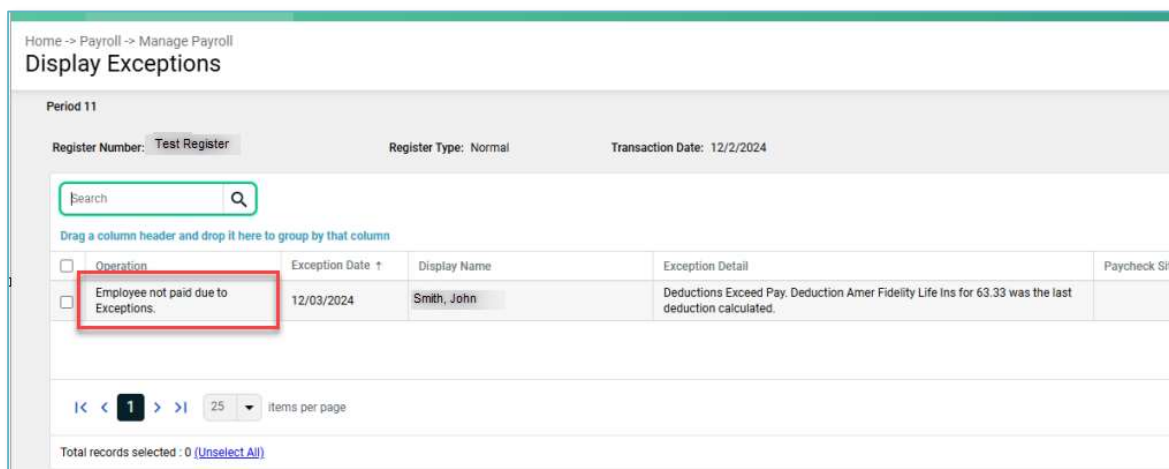
1. Always Remove Employee from Register
2. Exclude Deductions by Priority
3. Never Remove Employee from Register.



When the first or second option is selected, clients will need to unsubmit their register if they get an exception upon submission which will show the employee who was removed from the register. The user will then need to correct the issues by either reducing deductions for that pay or increasing pay to cover deductions to add the employee back to the register and resubmit the payroll register. When the third option is chosen, the submission will fail, and users will receive an error message. As in the above instance, you will go to Manage Payroll, select the register, drop down the more and choose display exceptions. Once those exceptions are cleared, or the user removes employees themselves from the register, the user may resubmit their register.



Register Status	Register	Payroll Period	Pay Date	Transaction Date	Gross Amount	Payroll Cycle	Register Type	Description	Approved By	Submitted Date	Actions
Printed		Period 11	12/02/2024	12/02/2024	\$377,282.62		Normal			12/16/2024	More
Printed		Period 10	11/01/2024	11/01/2024	\$64,534.36		Normal			10/29/2024	
Printed		Period 05	11/01/2024	11/01/2024	\$198,494.67		Normal			10/29/2024	
Printed		Period 09	11/01/2024	11/01/2024	\$121,205.45		Normal			10/29/2024	



Operation	Exception Date	Display Name	Exception Detail	Paycheck Site
Employee not paid due to Exceptions.	12/03/2024	Smith, John	Deductions Exceed Pay. Deduction Amer Fidelity Life Ins for 63.33 was the last deduction calculated.	