



Human Resources/Payroll – Paycheck Design

Your name and co-worker identification number

Basic stub information – Net pay, check number, check date and pay period in which pay was earned

Job information – Position information, department number, budgeted FTE status, base rate of pay and alternate rate (if applicable)

Pay summary – Gross pay, tax deductions and net pay. This does not include Group Term Life (taxable value of life insurance greater than \$50,000)

Hours and earnings summary – Your hours and earnings for this pay period. The detailed listing shows each shift or type of work as its own line item by position. Your hourly rate by position is also listed. This rate is inclusive of any alternate rates and/or special programs. You will also see Group Term Life if company paid life insurance is greater than \$50,000.

Pre-tax deductions – Mercy benefit deductions such medical, dental, vision, FSA, MSP and 401k

Tax deductions – Your federal and state deductions

Direct deposit – Your bank account(s) and the amount deposited

Tax options – Shows what you have elected on your federal and state W-4 form

Benefit balances – PTO and ESB balances at the beginning and ending of the pay period

After tax deductions – Any additional benefits elected such as Cashless, Co-worker Store, MWEar, Supplemental Life, etc.

MHM Support Services											SUMMARY			
Amount		\$1,522.16		POS 1		POS 2		POS 3						
Co-worker Name		0123456789		JOB		10017U		10029U				Current	YTD	
Check Date		03/02/18		DEPT		6126		6126		Gross Pay		2,820.50	13,763.64	
Pay Period		02/11/18-02/24/18		FTE		0.90		0.00		Pre-tax ded'ns		347.93	1,700.60	
Kgjmrpvif7				BASE		35.25		22.84		Fed'l taxable		2,472.57	12,063.04	
				ALT		0.50		0.50		Taxes		616.09	3,179.27	
HOURS AND EARNINGS											PRE-TAX DEDUCTIONS			
											Description			
Description		POS 1		POS 2		POS 3		POS 4+		PAY PERIOD		Current	YTD	
		Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Earnings			
Regular		72.00	35.75							72.00	2,574.00	Vol AD&D	3.50	17.50
Shift 2		27.00	2.00							27.00	54.00	Sp AD&D 50%	1.75	8.75
W/E Diff		48.25	1.50							48.25	72.38	Dental	9.76	48.80
Precept Diff		12.25	1.75							12.25	21.44	Medical	47.58	237.90
Group Term Life												MSP-401k Contrib	281.98	1,370.85
Educ/Mtg				3.75	23.34					3.75	87.53	Vision	3.36	16.80
Ed/Mtg OT				0.25	23.34					0.25	5.84			
Ed/Mtg FLSA Pm											4.57			
DIRECT DEPOSIT											TAXES			
											Description			
Type	Account	Amount	Type	Account	Amount	Fed	State	Description	Current	YTD				
Checking	xxxxxx3301	\$1,522.16				Marital Status	Married W/	Married On	Federal W/H	321.37	1,750.58			
						Exemptions	1	1	Medicare EE	39.94	194.79			
						BENEFIT BALANCES			State MO	84.00	401.00			
						Beg	Earned	Ending	Soc Sec EE	170.78	832.90			
						ESB	182.05	2.63						
						PTO	169.06	8.01						