



➤ August 9, 2023

# How to Avoid Payroll Issues with BASIC Payroll, Timekeeping, and HCM Solutions

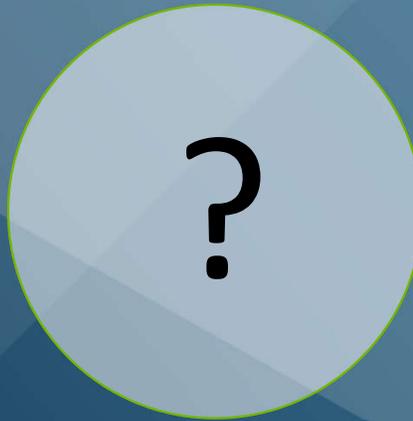


Presentation By:  
**Andrew Waldowski**  
*Regional Director*

# Before We Begin



We are recording today's webinar

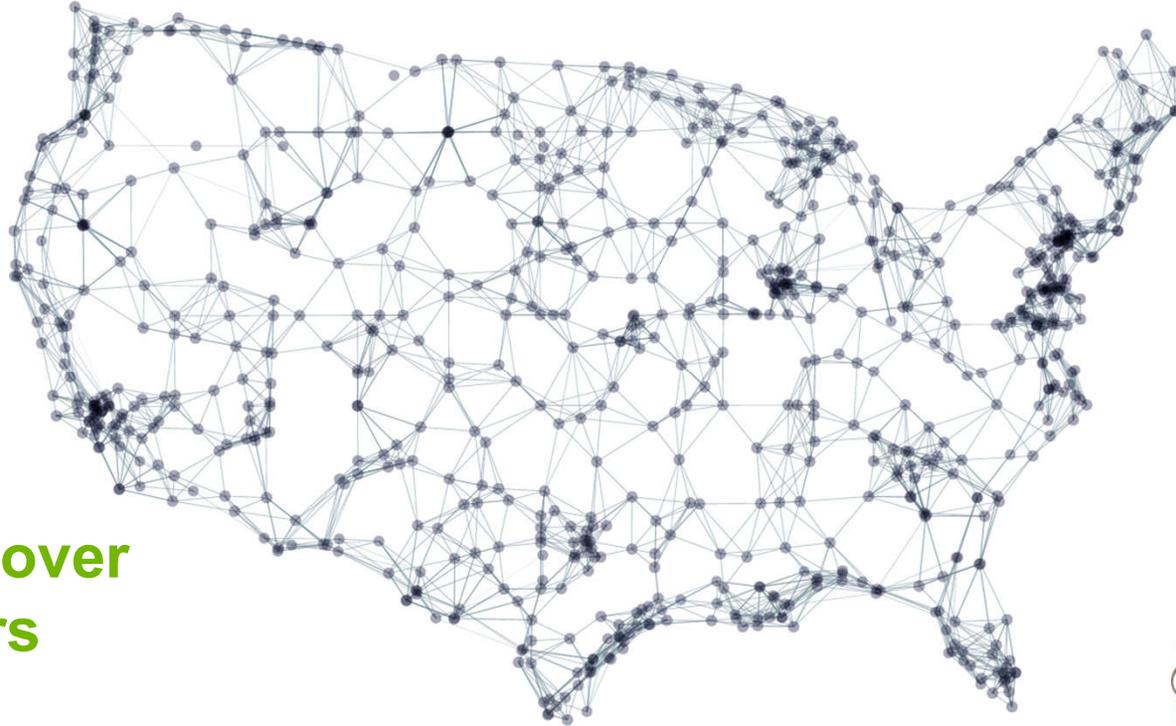


Submit your questions at any time



Please complete the exit survey

# Coast to Coast Administration



**BASIC services over  
20,000 employers  
nationwide.**



# Technology Driven HR Solutions to Take Your Company Further

Suite of HR Benefits, Payroll and Leave Management, and Compliance solutions offered individually or bundled.



## ➤ Presenter



### Andrew Waldowski

Andrew is a Regional Director at BASIC, serving businesses from the West Coast to Florida. Andrew has seven years of hands-on experience as a BASIC Payroll Account Manager and now serves as a Regional Director. He's a highly effective sales leader with proven communication skills with the ability to build long-term relationships by establishing and maintaining a high level of confidence and trust.

## ➤ Why Outsource Payroll?

- According to IRS statistics, 33% of employers make payroll errors.
- Roughly 40% of small businesses incur an average of \$900.00 annually in penalties and fines.
- Processing payroll internally is time consuming and non-revenue producing.
- BASIC assumes full liability when processing your payroll and tax payments.

## ➤ Why Outsource Time & Attendance?

- Automated timekeeping ensures cost savings
  - Example: Employer with 15 hourly employees making \$12.00 an hour. Each employee “skips out” an average of 4 minutes per day resulting in a loss of around \$9,000 annually for that employer.
- FLSA overtime rules
  - Salary thresholds raising
  - More overtime protection for salaried employees
- BASIC can help employers monitor and manage overtime hours
- Recent paid-leave laws and increasingly remote workforces

## ➤ Why Do a Vendor Review

- Most Payroll vendors assess a 3% - 5% rate increase annually without adding any value.
- Setting aside a time to have a **proactive** discussion about what you're currently paying for, what you need now, and what you anticipate needing in the future will save you both time and money.

# BASIC's Solutions



# ➤ Payroll Plus

Our Payroll Plus offering assumes all tax deposits and filings liability

- State and Federal Tax Deposits
- Quarterly and annual filings to Federal and State agencies
- Unlimited earnings and deductions
  - Pre-tax voluntary benefits
  - 401k
  - Garnishments
- Vacation, sick and PTO accruals and tracking
- Customizable input screens and quick entry payroll screen
- Automated time clock imports
- 400+ reports
- The Ad Hoc reporting tool gives easy access to tables and fields from three of the most commonly used areas for more customized reports



## ➤ More Than Just Payroll & Tax Filings

- Time & Attendance Tracking
- Full HCM/HRIS Module
- Retirement Plan Interface
- General Ledger Interface
- Garnishment Agency Payments
- Labor-Law Poster Compliance
- Employee Self-Service Web-Access
- Paycheck Protection Program (PPP) Loan Assistance
- Employee Retention Credit (ERC) Reporting



## ➤ Human Capital Management (HCM)

- Employee collaboration and engagement portal
- Full-featured HRIS all in 1 system
- Comprehensive payroll with the flexibility to handle any size payroll
- Robust tax engine
- Scalability to handle clients of all complexity levels
- Built-in best practices for tax and ACA compliance



# PAYROLL PLUS DEMO



# ➤ BASIC Gatekeeper Payroll

- Integrated Affordable Care Act (ACA) tracking & reporting
- Company/Location Replication
- Default Employee Setting Auto Populates New Hires
- Employee Kiosk for viewing hours, schedules, requesting time off (auto email to supervisors) – Work Time™ option.
- Export pay period information to 3rd party payroll providers

The screenshot displays the 'Payroll Register' interface for 'Test Taxes' on '3/4/2012 - 3/17/2012'. It shows payroll details for three employees (0001, 0002, and 0003) with columns for INCOME, DEDUCTION, TAX, and COMPANY AMT.

FEIN: 51-0000000	Employer Number: 3	Report Date: 1/12/2012 9:02:41 AM	Payroll Batch [42] : 3/4/2012 - 3/17/2012	Page 1 of 3				
0001 - Employee, 1		000-00-0000	CHK	3/23/2012 GROSS: \$271.90 DED: \$27.19 TAX: \$33.98 NET: \$210.73				
INCOME	RATE	HRS	AMT	DEDUCTION	AMT	TAX	COMPANY	AMT
001 - Dept_1				401 K	\$27.19	Federal	\$0.00	\$16.17
Regular	4.25	30.00	\$127.50			Fica	\$16.86	\$11.42
Tip Makeup	0.00	0.00	\$90.00			FUTA	\$1.83	\$0.00
HOL Premium	10.88	5.00	\$54.40			Medicare	\$3.94	\$3.94
						State-MO	\$0.00	\$0.00
						STL	\$0.00	\$2.45
						STL ER	\$1.36	\$0.00
						SUTA-MO	\$2.72	\$0.00
0002 - Employee, 2		000-00-0000	CHK	3/23/2012 GROSS: \$1,000.00 DED: \$50.00 TAX: \$204.53 NET: \$745.47				
INCOME	RATE	HRS	AMT	DEDUCTION	AMT	TAX	COMPANY	AMT
002 - Dept_2				Medical_125	\$50.00	Federal	\$0.00	\$113.35
Regular	75.00		\$906.25			Fica	\$58.90	\$39.90
HOL Premium	5.00		\$93.75			FUTA	\$5.70	\$0.00
						Medicare	\$13.78	\$13.78
						State-MO	\$0.00	\$28.00
						STL	\$0.00	\$9.50
						STL ER	\$4.75	\$0.00
						SUTA-MO	\$9.50	\$0.00
0003 - Employee, 3		000-00-0000	CHK	3/23/2012 GROSS: \$1,000.00 DED: TAX: \$0.00 NET: \$1,000.00				
INCOME	RATE	HRS	AMT	DEDUCTION	AMT	TAX	COMPANY	AMT
003 - Dept_3						FUTA	\$0.00	\$0.00
Commission	0.00		\$1,000.00					

## ➤ BASIC Gatekeeper Payroll

- Flexible Work Week Start
- Installation and Training over the Internet - no travel required.
- State-Side Based Technical Support
- Manager Required to Sign-off on Times prior to payroll/time processing (Admin Can Override)
- Minimum Wage compliance calculations



# ➤ Benefits of BASIC Gatekeeper Payroll Software

- Our software actually interfaces with all major providers of payroll services including PEO's
- Apply complex business rules, streamline payroll and maintain compliance with tax authorities
- Helps mid-level private and public sector companies manage labor costs and maximize profits
- Built-in best practices for tax & ACA compliance and efficiency
- Gives you the software, hardware, service and support necessary to collect, manage, and organize the time data to process payroll

## ➤ Introducing WorkTime Plus Mobile App

Employees can access WorkTime Plus module where they can:

- Clock in/out via mobile app or desktop
- View and download pay stubs and W2s
- Our mobile app includes geofencing capability

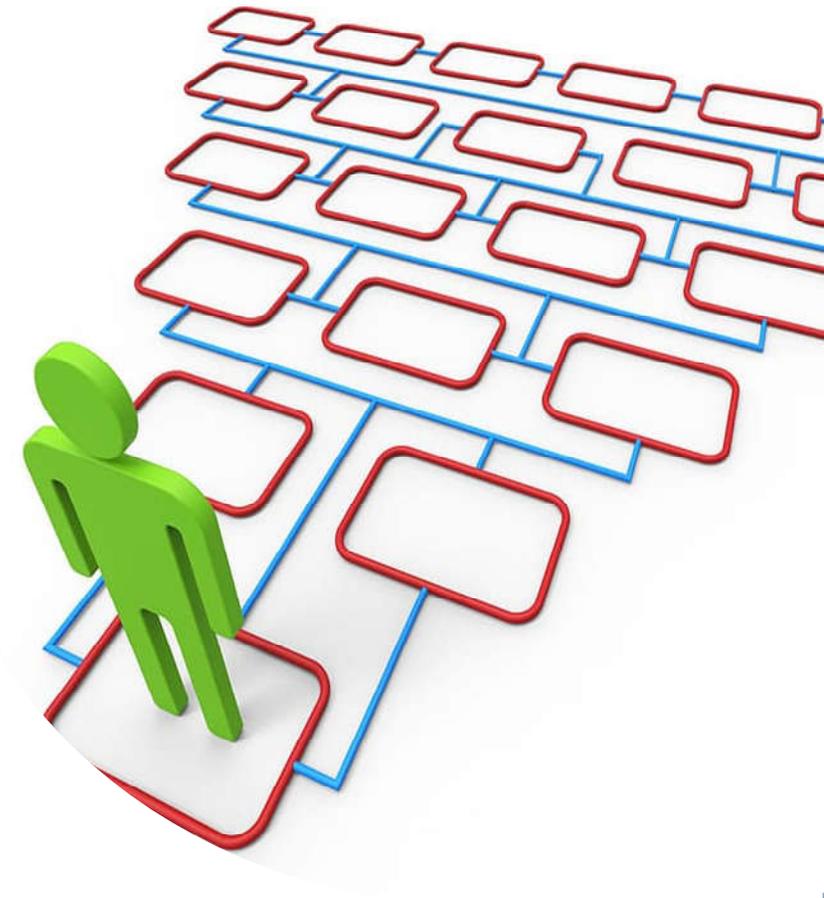


# GATEKEEPER DEMO



## ➤ Why Switch to BASIC

- BASIC handles all data entry on the Company and Employee level.
- Dedicated Implementation Specialist oversees the entire process, from data entry to training sessions with your staff.



# Before Q&A



Receive an  
email tomorrow  
with the slides &  
recording



Please  
complete the  
exit survey

QUESTIONS





## Request a Proposal

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<https://www.basiconline.com/request-a-proposal/>

BASIC Sales  
888-602-2742

HR Solutions should be simple. **Keep it BASIC.**

# THANK YOU

View our current webinar schedule at  
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