



Wage Base Corrections

This documentation will explain in detail how to complete a wage base adjustment to correct an employee's year-to-date (YTD) taxable wages and tax deduction for all statutory deductions such as Withholding, Social Security, Medicare and SUTA. All adjustments are made in a supplemental batch.

Common scenarios that might occur and that can be corrected by doing a wage base adjustment are:

Refund FICA

➔ Employee was set up to have FICA, Medicare, and SUTA deducted and should have been Medicare and State only. FICA will need to be refunded to the employee. (For this instance employee taxable gross was \$1700.00)

Finance > Payroll > Processing > Payroll Batches

Create supplemental payroll batch  **Create Batch**

New Payroll Batch	
Identifier	
Payroll Period*	Supplemental Payroll
Instructional Period*	2014-2015 School Year
Period Begin*	<input type="text"/> 
Period End*	<input type="text"/> 
Comments*	<input type="text"/>
Adj. Load Options*	All
<input type="button" value="Create"/> <input type="button" value="Cancel"/>	

- ▶ **Payroll Period** – Supplemental Payroll
- ▶ **Instructional Period** - Select from drop down or Manually Enter the Period begin and Period end dates.
- ▶ **Comments** – Description or purpose of the supplemental payroll ie. FICA correction
- ▶ **Adj. Load Options** - Select None

None
Benefit Programs ONLY
Additional Allowances ONLY
All

Once the batch is created - Select the tab **Scheduled Payments** and  **Add Staff**

✓ Check the employee that will receive the correction and enter  **Save**

<input type="checkbox"/>	Aamodt, Catrina
<input type="checkbox"/>	Ambuehl, Howard
<input type="checkbox"/>	Anastasia, Oretha
<input type="checkbox"/>	Arabian, Shondra
<input type="checkbox"/>	Artinger, Ailene
<input type="checkbox"/>	Auten, Benedict

Select the  button to the right of the employee name.

Select  **Taxable Gross**

► Enter Credit into box next to Social Security (FICA) and enter  **Save**

Edit: Supplemental Batch: Refund FICA ~ 12/01/2014-12/31/2014	
Payroll Payment Detail #92355	
Employee:	
Statutory Adjustments : Taxable Gross Modifications	
Federal Withholding	<input type="text"/> ← <input type="text"/> (withholding)
Social Security (FICA)	<input type="text" value="-1,700.00"/>
Medicare	<input type="text"/>
Federal Unempl (FUTA)	<input type="text"/>
State Unempl (SUTA)	<input type="text"/>
 Save  Cancel	

WebSmart will calculate the deduction amount correctly based on the taxable gross entered.

Statutory Adjustments	Eligibility	Taxable Gross	Contributions	Deduction	Actions
Federal Withholding	[Single / 1]	\$0.00		\$0.00	
Social Security (FICA) [[some text goes here]]	Eligible	(\$1,700.00)	(\$105.40)	(\$105.40)	
Medicare	Eligible	\$0.00	\$0.00	\$0.00	
Federal Unemployment (FUTA)	Eligible	\$0.00	\$0.00		
State Unemployment (SUTA)	Eligible	\$0.00	\$0.00		
Workman's Compensation		\$0.00	\$0.00		
Totals			(\$105.40)	(\$105.40)	

Click on  **Earnings**

Allowance*

Name*

Payroll Tax Treatment*

Payroll Activity Code*

Workers Comp*

Distribution*

Amount*

Expense Mask*

- ▶ **Allowance** – Select One –Time in the drop down menu
- ▶ **Name** – Description of the adjustment. This will be the description on check
- ▶ **Payroll Tax Treatment** – Select Exempt from Withholding, FICA, Medicare, State from drop down menu
- ▶ **Payroll Activity Code** – Select 78 – Non Salary from drop down menu
- ▶ **Workers Comp** – Select None from the drop down menu
- ▶ **Distribution** – Select Supplemental is NOT State Retirement System qualified from drop down menu
- ▶ **Amount** - Enter amount of adjustment (refund)
- ▶ **Expense Mask** – Leave all question marks

Enter  **Save**

This will correct the employees YTD taxable FICA wages and deduction and issue a check to the employee for the deduction amount.

This will correct the employees YTD taxable FICA wages and deduction and issue a check to the employee for the deduction amount

Edit: Supplemental Batch: Refund FICA ~ 12/01/2014-12/31/2014

Payroll Payment Detail #92355

Employee: Return to Scheduled Payments

Amount of Employee Refund

Gross Earnings: \$105.40
Dock Rate: \$103.37
Net Earnings: \$105.40

Positions / Supplements - Direct Deposit Effective 8/1/2014	Edit Time / Days	Overtime	Rate	Earnings	Actions
Maint - Stipend (100.00%)	N/A	0.00 0.00	\$500.00	\$0.00	
Maint & Custodial District Wide (100.00%)	N/A	0.00 0.00	\$24,206.00	\$0.00	
Maint & Custodial Hourly (0.00%)	ST Hours: 0.00	0.00 0.00	\$12.92	\$0.00	
Mnt Overtime (0.00%)	ST Hours: 0.00	0.00 0.00	\$23.37	\$0.00	
Refund FICA				\$105.40	
Totals				\$105.40	

Leave	Leave Type	Units Accrued	Units Taken
Totals			\$0.00

Statutory Adjustments	Taxable Gross	Contributions	Deduction	Actions
Federal Withholding	\$0.00		\$0.00	
Social Security (FICA) [[some text goes here]]	Eligible (\$1,700.00)	(\$105.40)	(\$105.40)	
Medicare	Eligible \$0.00	\$0.00	\$0.00	
Federal Unemployment (FUTA)	Eligible \$0.00	\$0.00	\$0.00	
State Unemployment (SUTA)	Eligible \$0.00	\$0.00	\$0.00	
Workman's Compensation	\$0.00	\$0.00		
Totals		(\$105.40)		

FICA Withholding YTD Corrected

Refund Medicare

➔ Employee was set up to have FICA and Medicare deducted and should have been FICA only. Medicare will need to be refunded to the employee. (For this instance employee taxable gross was \$1700.00)

Finance > Payroll > Processing > Payroll Batches

Create supplemental payroll batch **Create Batch**

New Payroll Batch

Identifier

Payroll Period* Supplemental Payroll

Instructional Period* 2014-2015 School Year

Period Begin*

Period End*

Comments*

Adj. Load Options* All

- ▶ **Payroll Period** – Supplemental Payroll
- ▶ **Instructional Period** - Select from drop down or Manually Enter the Period begin and Period end dates.
- ▶ **Comments** – Description or purpose of the supplemental payroll ie. Medicare correction
- ▶ **Adj. Load Options** - Select None

None
Benefit Programs ONLY
Additional Allowances ONLY
All

Once the batch is created - Select the tab Scheduled Payments and  **Add Staff**

 Check the employee that will receive the correction and enter  **Save**

<input type="checkbox"/>	Aamodt, Catrina
<input type="checkbox"/>	Ambuehl, Howard
<input type="checkbox"/>	Anastasia, Oretha
<input type="checkbox"/>	Arabian, Shondra
<input type="checkbox"/>	Artinger, Ailene
<input type="checkbox"/>	Auten, Benedict

Select the  button to the right of the employee name.

Select  **Taxable Gross**

▶ Enter Credit into box next to Medicare and enter  **Save**

Edit: Supplemental Batch: Refund Medicare ~ 12/01/2014-12/31/2014

Payroll Payment Detail #92361

Employee:

Statutory Adjustments : Taxable Gross Modifications

Federal Withholding (withholding)

Social Security (FICA) ←

Medicare

Federal Unempl (FUTA)

State Unempl (SUTA)

WebSmart will calculate the deduction amount correctly based on the taxable gross entered.

Statutory Adjustments	Eligibility	 Taxable Gross	Contributions	Deduction	Actions
Federal Withholding	[Single / 1]	\$0.00		\$0.00	
Social Security (FICA)	Eligible	\$0.00	\$0.00	\$0.00	
Medicare	Eligible	(\$1,700.00)	(\$24.65)	(\$24.65)	
Federal Unemployment (FUTA)	Eligible	\$0.00	\$0.00		
State Unemployment (SUTA)	Eligible	\$0.00	\$0.00		
Workman's Compensation		\$0.00	\$0.00		
Totals			(\$24.65)	(\$24.65)	

Click on  **Earnings**

Allowance* One-Time

Name* Refund Medicare

Payroll Tax Treatment* Exempt from Withholding, FICA, Medicare, State

Payroll Activity Code* 78 - Non-salary

Workers Comp* None

Distribution* Supplemental is NOT State Retirement System qualified

Amount* 24.65

Expense Mask* ??? - ?? - ??? - ?? - ??? - ? - ?? - ? - ??

Save Cancel

- ▶ **Allowance** – Select One –Time in the drop down menu
- ▶ **Name** – Description of the adjustment. This will be the description on check
- ▶ **Payroll Tax Treatment** – Select Exempt from Withholding, FICA, Medicare, State from drop down menu
- ▶ **Payroll Activity Code** – Select 78 – Non Salary from drop down menu
- ▶ **Workers Comp** – Select None from the drop down menu
- ▶ **Distribution** – Select Supplemental is NOT State Retirement System qualified from drop down menu
- ▶ **Amount** - Enter amount of adjustment (refund)
- ▶ **Expense Mask** – Leave all question marks

Enter  Save

Edit: Supplemental Batch: Refund Medicare ~ 12/01/2014-12/31/2014

Payroll Payment Detail #92361

Employee: Return to Scheduled Payments

Amount of Employee Refund: \$0.00
 Gross Earnings: \$24.65
 Net Earnings: \$24.65
 Dock Rate: \$103.37

Positions / Supplements - Direct Deposit Effective 8/1/2014	Edit Time / Days	Overtime	Rate	Earnings	Actions
Maint - Stipend (100.00%)	N/A	0.00 0.00	\$500.00	\$0.00	
Maint & Custodial District Wide (100.00%)	N/A	0.00 0.00	\$24,206.00	\$0.00	
Maint & Custodial Hourly (0.00%)	ST Hours: 0.00	0.00 0.00	\$12.92	\$0.00	
Mnt Overtime (0.00%)	ST Hours: 0.00	0.00 0.00	\$23.37	\$0.00	
Refund Medicare				\$24.65	
Totals				\$24.65	

Leave	Leave Type	Units Accrued	Units Taken
Totals			\$0.00

Statutory Adjustments	Eligibility	Taxable Gross	Medicare Withholding YTD Corrected	Deduction	Actions
Federal Withholding	[Single / 1]	\$0.00		\$0.00	
Social Security (FICA)	Eligible	\$0.00		\$0.00	
Medicare		(\$1,700.00)	(\$24.65)	(\$24.65)	
Federal Unemployment (FUTA)		\$0.00	\$0.00		
State Unemployment (SUTA)		\$0.00	\$0.00		
Workman's Compensation		\$0.00	\$0.00		
Totals			(\$24.65)	(\$24.65)	

Medicare Taxable YTD Corrected

This will correct the employees YTD taxable Medicare wages and deduction and issue a check to the employee for the deduction amount.

Refund Extra Withholding

(Exempt)

➔ Employee was set up to have Married and 1 exemption withheld from their check and should have been an exempt employee. Withholding will need to be refunded to the employee. (Taxable gross will not be entered because it will not change)

Finance > Payroll > Processing > Payroll Batches

Create supplemental payroll batch  **Create Batch**

New Payroll Batch	
Identifier	
Payroll Period*	Supplemental Payroll
Instructional Period*	2014-2015 School Year
Period Begin*	<input type="text"/>
Period End*	<input type="text"/>
Comments*	<input type="text"/>
Adj. Load Options*	All
<input type="button" value="Create"/> <input type="button" value="Cancel"/>	

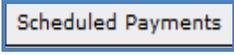
▶ **Payroll Period** – Supplemental Payroll

▶ **Instructional Period** - Select from drop down or Manually Enter the Period begin and Period end dates.

▶ **Comments** – Description or purpose of the supplemental payroll ie. Withholding correction

▶ **Adj. Load Options** - Select *None*

None
Benefit Programs ONLY
Additional Allowances ONLY
All

Once the batch is created - Select the tab  and  **Add Staff**

✓ Check the employee that will receive the correction and enter  **Save**

<input type="checkbox"/>	Aamodt, Catrina
<input type="checkbox"/>	Ambuehl, Howard
<input type="checkbox"/>	Anastasia, Oretha
<input type="checkbox"/>	Arabian, Shondra
<input type="checkbox"/>	Artinger, Ailene
<input type="checkbox"/>	Auten, Benedict

Select the  button to the right of the employee name.

Select  **Taxable Gross**

► Enter Credit into box of Federal Withholding and enter  **Save**

Edit: Supplemental Batch: Refund Withholding ~ 12/01/2014-12/31/2014	
Payroll Payment Detail #92362	
Employee:	
Statutory Adjustments : Taxable Gross Modifications	
Federal Withholding	<input type="text" value=""/> <input type="text" value="-50.00 (withholding)"/>
Social Security (FICA)	<input type="text"/>
Medicare	<input type="text"/>
Federal Unempl (FUTA)	<input type="text"/>
State Unempl (SUTA)	<input type="text"/>
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

Statutory Adjustments	Eligibility	Taxable Gross	Contributions	Deduction	Actions
Federal Withholding	[Single / 1]	\$0.00		(\$50.00)	
Social Security (FICA)	Eligible	\$0.00	\$0.00	\$0.00	
Medicare	Eligible	\$0.00	\$0.00	\$0.00	
Federal Unemployment (FUTA)	Eligible	\$0.00	\$0.00		
State Unemployment (SUTA)	Eligible	\$0.00	\$0.00		
Workman's Compensation		\$0.00	\$0.00		
Totals			\$0.00	(\$50.00)	
Non-Statutory Adjustments	Source		+ Contribution	+ Deduction	Actions

Click on  **Earnings**

Positions / Supplements : Manual Supplement

Allowance* One-Time

Name* Refund Withholding

Payroll Tax Treatment* Exempt from Withholding, FICA, Medicare, State

Payroll Activity Code* 78 - Non-salary

Workers Comp* None

Distribution* Supplemental is NOT State Retirement System qualified

Amount* 50.00

Expense Mask* ??? - ?? - ???? - ?? - ??? - ? - ?? - ? - ??

 Save  Cancel

- ▶ **Allowance** – Select One –Time in the drop down menu
- ▶ **Name** – Description of the adjustment. This will be the description on check
- ▶ **Payroll Tax Treatment** – Select Exempt from Withholding, FICA, Medicare, State from drop down menu
- ▶ **Payroll Activity Code** – Select 78 – Non Salary from drop down menu
- ▶ **Workers Comp** – Select None from the drop down menu
- ▶ **Distribution** – Select Supplemental is NOT State Retirement System qualified from drop down menu
- ▶ **Amount** - Enter amount of adjustment (refund)
- ▶ **Expense Mask** – Leave all question marks

Enter  **Save**

Positions / Supplements - Direct Deposit Effective 8/1/2014				Edit Time / Days	Over	Earnings	Actions
Maint - Stipend (100.00%)	N/A	0.00	0.00	\$500.00	\$0.00		
Maint & Custodial District Wide (100.00%)	N/A	0.00	0.00	\$24,206.00	\$0.00		
Maint & Custodial Hourly (0.00%)	ST Hours: 0.00	0.00	0.00	\$12.92	\$0.00		
Mnt Overtime (0.00%)	ST Hours: 0.00	0.00	0.00	\$23.37	\$0.00		
Refund Withholding					\$50.00		
Totals						\$50.00	
Leave		Leave Type	Units Accrued	Units Taken			
Totals					\$0.00		
Statutory Adjustments		Eligibility	Taxable Gross	Contributions	Deduction	Actions	
Federal Withholding	[Single / 1]				(\$50.00)		
Social Security (FICA)	Eligible				\$0.00		
Medicare	Eligible				\$0.00		
Federal Unemployment (FUTA)	Eligible						
State Unemployment (SUTA)	Eligible		\$0.00	\$0.00			
Workman's Compensation			\$0.00	\$0.00			
Totals					\$0.00	(\$50.00)	
Non-Statutory Adjustments		Source	Contribution	Deduction	Actions		

Amount of Employee Refund

Withholding YTD corrected

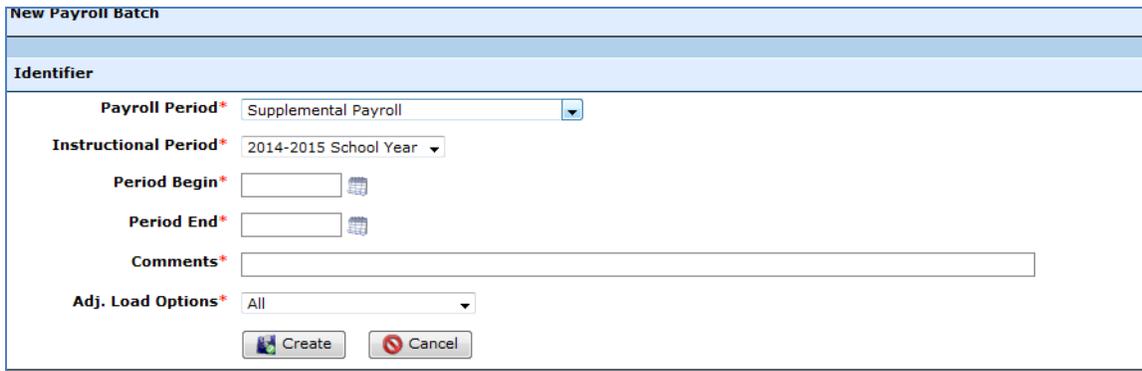
This will correct the employees YTD Withholding deduction and issue a check to the employee for the deduction amount.

Deduct FICA

➔ Employee was set up to have Medicare deducted and should have been FICA and Medicare. Fica will need to be deducted.. (For this instance employee taxable gross was \$1700.00)

Finance > Payroll > Processing > Payroll Batches

Create supplemental payroll batch  **Create Batch**

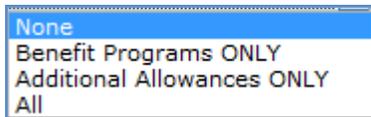


▶ **Payroll Period** – Supplemental Payroll

▶ **Instructional Period** - Select from drop down or Manually Enter the Period begin and Period end dates.

▶ **Comments** – Description or purpose of the supplemental payroll ie. Medicare correction

▶ **Adj. Load Options** - Select None



Once the batch is created - Select the tab  and  **Add Batch**

✓ Check the employee that will receive the correction and enter  **Save**

<input type="checkbox"/>	Aamodt, Catrina
<input type="checkbox"/>	Ambuehl, Howard
<input type="checkbox"/>	Anastasia, Oretha
<input type="checkbox"/>	Arabian, Shondra
<input type="checkbox"/>	Artinger, Ailene
<input type="checkbox"/>	Auten, Benedict

Select the  button to the right of the employee name.

Select  **Taxable Gross**

►Enter Credit into box next to FICA and enter  **Save**

Payroll Payment Detail #92362

Employee:

Statutory Adjustments : Taxable Gross Modifications

Federal Withholding	<input type="text"/>	<input type="text"/>	<i>(withholding)</i>
Social Security (FICA)	<input type="text" value="1,700.00"/>	←	
Medicare	<input type="text"/>		
Federal Unempl (FUTA)	<input type="text"/>		
State Unempl (SUTA)	<input type="text"/>		

WebSmart will calculate the deduction amount correctly based on the taxable gross entered.

Statutory Adjustments	Eligibility	Taxable Gross	Contributions	Deduction	Actions
Federal Withholding	[Single / 1]	\$0.00		\$0.00	
Social Security (FICA) [[some text goes here]]	Eligible	\$1,700.00	\$105.40	\$105.40	
Medicare	Eligible	\$0.00	\$0.00	\$0.00	
Federal Unemployment (FUTA)	Eligible	\$0.00	\$0.00		
State Unemployment (SUTA)	Eligible	\$0.00	\$0.00		
Workman's Compensation		\$0.00	\$0.00		
Totals			\$105.40	\$105.40	
Non-Statutory Adjustments	Source		+ Contribution	+ Deduction	Actions

Click on  **Earnings**

Allowance*

Name*

Payroll Tax Treatment*

Payroll Activity Code*

Workers Comp*

Distribution*

Amount*

Expense Mask*

- ▶ **Allowance** – Select One –Time in the drop down menu
- ▶ **Name** – Description of the adjustment. This will be the description on check
- ▶ **Payroll Tax Treatment** – Select Exempt from Withholding, FICA, Medicare, State from drop down menu
- ▶ **Payroll Activity Code** – Select 78 – Non Salary from drop down menu
- ▶ **Workers Comp** – Select None from the drop down menu
- ▶ **Distribution** – Select Supplemental is NOT State Retirement System qualified from drop down menu
- ▶ **Amount** –Enter amount of adjustment (refund)
- ▶ **Expense Mask** – Leave all question marks

Enter  **Save**

Edit: Supplemental Batch: Refund Withholding - 12/01/2014-12/31/2014

Payroll Payment Detail #92362

Employee: Cross Earnings: \$105.40
Net Earnings: \$0.00

No Check issued but wages corrected

Positions / Supplements - Direct Deposit Effective 8/1/2014	Edit Time / Days	Overtime	Rate	Earnings	Actions
Maint - Stipend (100.00%)	N/A	0.00	\$500.00	\$0.00	
Maint & Custodial District Wide (100.00%)	N/A	0.00	\$24,206.00	\$0.00	
Maint & Custodial Hourly (0.00%)	ST Hours: 0.00	0.00	\$12.92	\$0.00	
Net Overtime (0.00%)	ST Hours: 0.00	0.00	\$23.37	\$0.00	
Fica Correction				\$105.40	
Totals				\$105.40	

Leave	Leave Type	Units Accrued	Units Taken
Totals			\$0.00

Statutory Adjustments	Eligible	Taxable Gross	Contributions	Deduction	Actions
Federal Withholding		\$0.00		\$0.00	
Social Security (FICA) [some text goes here]		\$1,700.00	\$105.40	\$105.40	
Medicare	Eligible	\$0.00	\$0.00	\$0.00	
Federal Unemployment (FUTA)	Eligible				
State Unemployment (SUTA)	Eligible				
Workman's Compensation					
Totals			\$105.40	\$105.40	

Fica Taxable YTD Corrected

Fica Withholding YTD Corrected

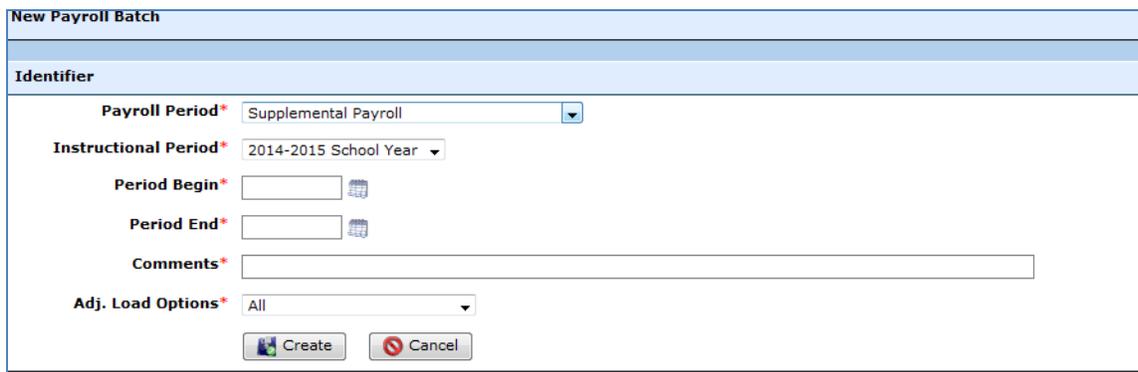
This will correct the employees YTD taxable FICA wages and deduction correct earnings for the employee.

Deduct Medicare

➔ Employee was set up to have FICA deducted and should have been FICA and Medicare. Medicare will need to be deducted.. (For this instance employee taxable gross was \$1700.00)

Finance > Payroll > Processing > Payroll Batches

Create supplemental payroll batch  **Create Batch**

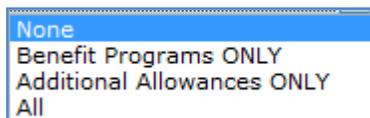


▶ **Payroll Period** – Supplemental Payroll

▶ **Instructional Period** - Select from drop down or Manually Enter the Period begin and Period end dates.

▶ **Comments** – Description or purpose of the supplemental payroll ie. Medicare correction

▶ **Adj. Load Options** - Select None



Once the batch is created - Select the tab  and  **Add Staff**

✓ Check the employee that will receive the correction and enter  **Save**

<input type="checkbox"/>	Aamodt, Catrina
<input type="checkbox"/>	Ambuehl, Howard
<input type="checkbox"/>	Anastasia, Oretha
<input type="checkbox"/>	Arabian, Shondra
<input type="checkbox"/>	Artinger, Ailene
<input type="checkbox"/>	Auten, Benedict

Select the  button to the right of the employee name.

Select  **Taxable Gross**

► Enter Credit into box next to Medicare and enter  **Save**

Payroll Payment Detail #92362

Employee: |

Statutory Adjustments : Taxable Gross Modifications

Federal Withholding	<input type="text"/>	<input type="text"/>	<i>(withholding)</i>
Social Security (FICA)	<input type="text"/>	←	
Medicare	<input type="text" value="1,700.00"/>		
Federal Unempl (FUTA)	<input type="text"/>		
State Unempl (SUTA)	<input type="text"/>		

WebSmart will calculate the deduction amount correctly based on the taxable gross entered.

Statutory Adjustments	Eligibility	Taxable Gross	Contributions	Deduction	Actions
Federal Withholding	[Single / 1]	\$0.00		\$0.00	
Social Security (FICA)	Eligible	\$0.00	\$0.00	\$0.00	
Medicare	Eligible	\$1,700.00	\$24.65	\$24.65	
Federal Unemployment (FUTA)	Eligible	\$0.00	\$0.00		
State Unemployment (SUTA)	Eligible	\$0.00	\$0.00		
Workman's Compensation		\$0.00	\$0.00		
Totals			\$24.65	\$24.65	
Non-Statutory Adjustments	Source		+ Contribution	+ Deduction	Actions

Click on  **Earnings**

Allowance*

Name*

Payroll Tax Treatment*

Payroll Activity Code*

Workers Comp*

Distribution*

Amount*

Expense Mask*

- ▶ **Allowance** – Select One –Time in the drop down menu
- ▶ **Name** – Description of the adjustment. This will be the description on check
- ▶ **Payroll Tax Treatment** – Select Exempt from Withholding, FICA, Medicare, State from drop down menu
- ▶ **Payroll Activity Code** – Select 78 – Non Salary from drop down menu
- ▶ **Workers Comp** – Select None from the drop down menu
- ▶ **Distribution** – Select Supplemental is NOT State Retirement System qualified from drop down menu
- ▶ **Amount** –Enter amount of adjustment (refund)
- ▶ **Expense Mask** – Leave all question marks

Enter  **Save**

Payroll Payment Detail #92362				Return to Scheduled Payments			
Employee: [Redacted]				Statutory Excess: \$0.00	Gross Earnings: \$24.65		
				Rate: \$12.92	Net Earnings: \$0.00		
Positions / Supplements - Direct Deposit Effective 8/1/2014							
				Rate	Earnings	Actions	
Maint - Stipend (100.00%)	N/A	0.00	0.00	\$500.00	\$0.00		
Maint & Custodial District Wide (100.00%)	N/A	0.00	0.00	\$24,206.00	\$0.00		
Maint & Custodial Hourly (0.00%)	ST Hours: 0.00	0.00	0.00	\$12.92	\$0.00		
Mnt Overtime (0.00%)	ST Hours: 0.00	0.00	0.00	\$23.37	\$0.00		
Medicare Correction					\$24.65		
Totals					\$24.65		
Leave		Leave Type	Units Accrued	Units Taken			
Totals					\$0.00		
Statutory Adjustments				Taxable Gross	Contributions	Deduction	Actions
Federal Withholding				\$0.00		\$0.00	
Social Security (FICA)				\$0.00	\$0.00	\$0.00	
Medicare				\$1,700.00	\$24.65	\$24.65	
Federal Unemployment (FUTA)				Eligible	\$0.00		
State Unemployment (SUTA)				Eligible	\$0.00		
Workman's Compensation				\$0.00			
Totals					\$0.00	\$24.65	
Non-Statutory Adjustments		Source	Contribution		Deduction		Actions

No Checks issued but Earnings Corrected

Medicare Taxable YTD Corrected

Medicare Withholding YTD Corrected

This will correct the employees YTD taxable Medicare wages and deduction correct earnings for the employee.