

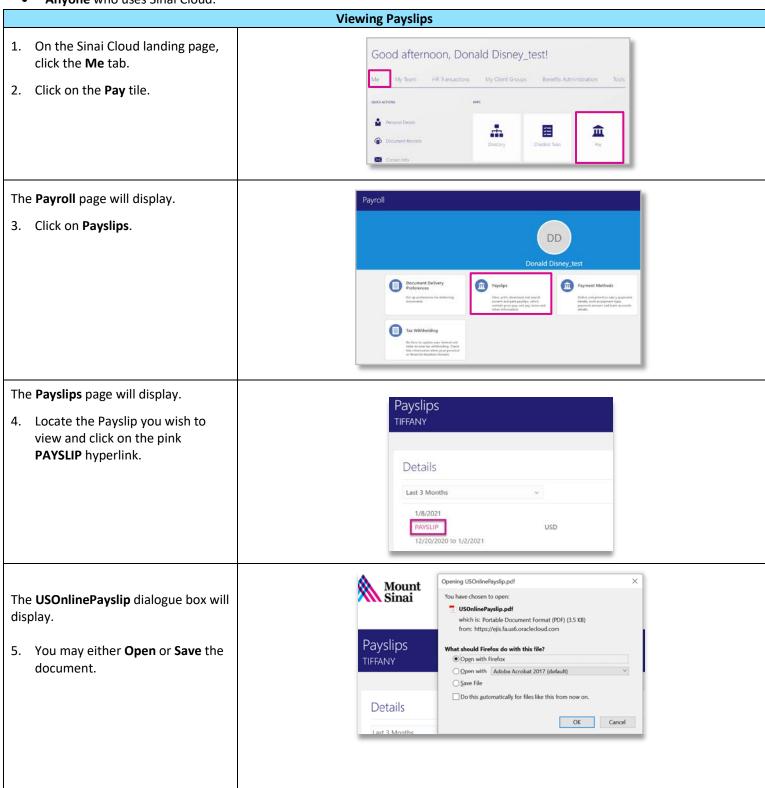


## **OVERVIEW**

This document provides instructions for how to view Payslips in Sinai Cloud.

## **AUDIENCE**

• Anyone who uses Sinai Cloud.







# Viewing Payslips (cont'd)

The **Payslip** dialogue box will display.

- 6. The codes on the payslip mean:
  - Base Base hourly rate
  - Exp Int Internal Experience differential, rate per hour
  - Exp Ext External Experience differential, rate per hour
  - **Edu** Education differential, rate per hour
  - **Cert** Certification differential, rate per hour
  - Shift Rate Evening/Night shift, rate per hour
  - **PTO** Paid Time Off hours
  - OD Overdraft hours
  - **SS** Sick Savings Hours
  - **HOL** Holiday Hours
  - VAC Vacation Hours
  - CO Carryover Hours
  - **FZ** Frozen Vacation Balance
  - **SICK** Sick hours
  - Per Personal hours
- Regular Pay includes an employee's base pay plus Exp Int, Exp Ext, and Edu if applicable.

#### **Section A**

Nurse Cert Diff, Regular Shift Diff, Overtime, and Preceptor Diff will appear on separate lines. All lines combined will equal to the employee's Gross Pay.

## **Section B**

Moonlighting, One Time Pay, Supplemental Pay, and WIOD payments will appear in this area displaying the type of payment and the amount.

Employees will only see their qualified options on their payslip.

Employee Name		P/P Begin	P/P End	Advice		Advic		Emp Num	Location	ER 403B
CINDY RELLA		02/02/20	02/08/20	02/1	4/20	16800	0771	E1234567	757	
Base Exp Int Exp Ext	Edu	Cert Shift	Rate Fe	d Tax	State 1	Tax	PTO	OD	SS	HOL
49.3554 13.58	0.66	3.0	00 Ma	mied/5	Marrie	d/5	8.25		1.0	
Earnings	Hours	Current(\$		YTD(\$)	VAC		CO	FZ	SICK	Per
REGULAR PAY	37.5	0 2,384.	94 9,	672.37						
NURSE CERT DIFF		42.	31	169.24	Deducti	ons			Current(\$)	YTD(\$)
REGULAR SHIFT DIFF	7.5	0 22.	50	127.50	FIT With	held		101,000	179.25	1,182.65
SICK PAY		0.	00 1,	429.71	Social S	ecurity	Emplo	yee With	151.16	838.13
RN OT RATE					Medicar			fithheld	35.35	196.01
HOLIDAY PAY		0.	00	466.21	SIT With	nheld (I	NY)		115.50	696.19
PRECEPTOR DIFF					UNION		NYSNA	V.	116.50	233.00
VACATION PAY					NURSE				22.37	111.85
RETRO PAY		0.	00	16.53	TSA 403	3B 138			183.73	183.73
					TSA 403	3B			61.24	1,161.23
					NYSNA	MED F	PRE		11.67	58.35
Gross Pay		2,449.75	13,5	576.57	Pre-Ta	ax De	ductio	ns	256.64	1,403.31
Net Pay		1,572.98	8,9	915.43	Tax D	educt	ions		481.26	2,912.98

	Employe	e Name		P/P B	egin	P/P E	nd	Advice	Date	Advic	e No	Emp Num	Location	ER 403B
	CINDY F	RELLA		02/02	2/20	02/08/	20	02/14	1/20	1680	0771	E1234567	757	
Base	Exp Int	Exp Ext	Edu	Cert	Shift	Rate	Fed	Tax	State	Tax	PTO	OD	SS	HOL
49.3554	13.58		0.66		3.0	00	Marr	ied/5	Marrie	ed/5	8.25		1.0	
arnings Hours Current(\$)			Y	TD(\$)	VA	C	CO	FZ	SICK	Per				

Earnings	Hours	Current(\$)	YTD(\$)
REGULAR PAY	37.50	2,384.94	9,672.37
NURSE CERT DIFF		42.31	169.24
REGULAR SHIFT DIFF	7.50	22.50	127.50
SICK PAY		0.00	1,429.71
RN OT RATE		0.00	1,086.07
HOLIDAY PAY		0.00	466.21
PRECEPTOR DIFF		0.00	360.30
VACATION PAY		0.00	248.64
RETRO PAY		0.00	16.53
MOONLIGHTING ONE TIME PAY SUPPLEMENTAL PAY WIOD	C	Ð	
Gross Pay		2,449.75	13,576.57
Net Pay		1,572.98	8,915.43