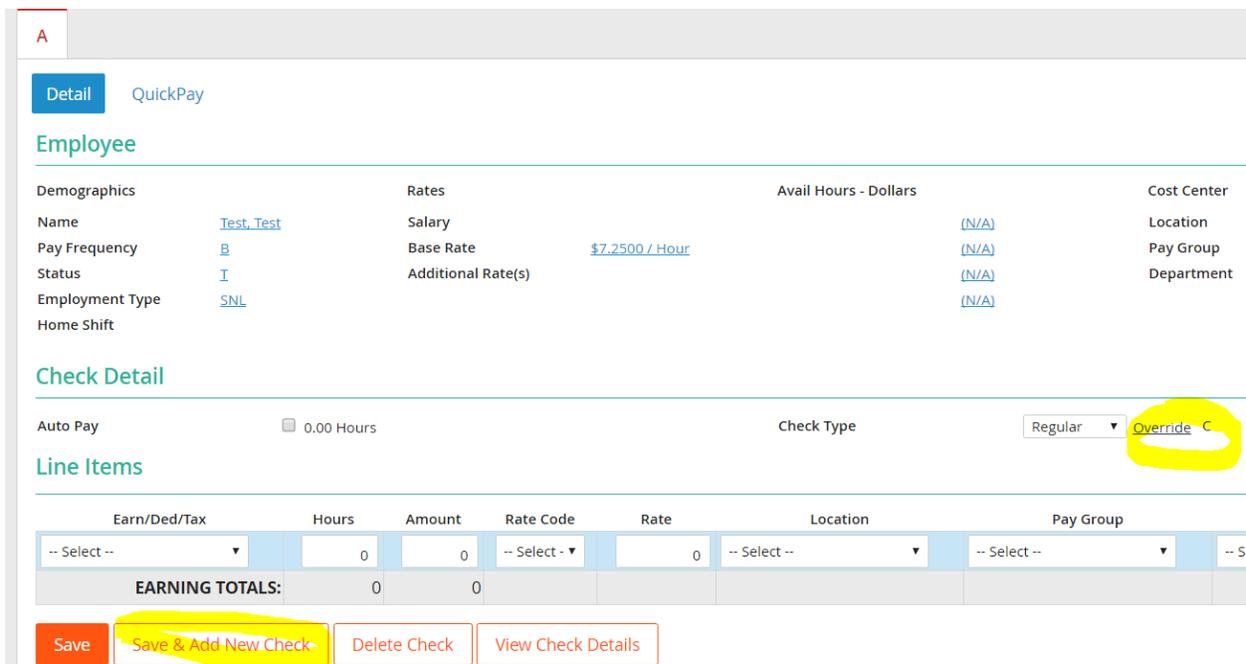


How to block deductions when an employee has more than one check in a payroll:



When creating an additional check:



Click "Override".

Another possible view, if you are in the payroll batch. From the employee's check detail screen, you can override the deductions.

Changing the Check Type

Clnt02 [CLNT02]  515

Applications Home Employees HR Payroll Company Applicant Reviews Tax/Finance Reports/Analytics Tools Notifications

Payroll 3/16/2012 Batch A Sort By Name Go Filter All

A

Detail QuickPay

Employee

Demographics

Name **Ambr**

Pay Frequency **W**

Status **A**

Employment Type **RFT**

Home Shift

From the Check Detail section in the center of the screen, you will see a drop down where you can select a new check type or click Override to modify the details of the selected check type.

Cost

Department

Check Detail

Auto Pay \$1,800.00 Salary

Check Type Regular **Override**

Line Items

Earn/Ded/Tax	Hours	Amount	Rate Code	Rate	Department
EREG - REGULAR	0.00	0.00	-- Select --	0.00	-- Select --
EOT - OVERTIME	0.00	0.00	-- Select --	0.00	-- Select --
EVAC - VACATION	0.00	0.00	-- Select --	0.00	-- Select --
EHOL - HOLIDAY	0.00	0.00	-- Select --	0.00	-- Select --
ESICK - SICK	0.00	0.00	-- Select --	0.00	-- Select --
-- Select --	0	0	-- Select --	0	-- Select --
EARNING TOTALS:		0	1800.00		

[Save](#) [Save & Add New Check](#) [Delete Check](#) [View Check Details](#)

[Batch Totals](#) [Calculate An Additional Check](#)

From here you can block All Earnings or Deductions or just the ones that are needed. For example: You may want to block Health deductions, but keep the 403B calculation.

Check Type

Override Tax Frequency Time Off Accruals Block Hours Block Frequency

Deduction Multiplier Auto Labor Distribution Block Checkstub Memo

Override FITW Use Supplemental Tax Rate

Override SITW

Earnings -- Select --

<input type="checkbox"/>	ELOAN	Standard	LOAN
<input type="checkbox"/>	ERMED	Memo	Employer Cost of Healthcare
<input type="checkbox"/>	GIFT	Standard	GIFT
<input type="checkbox"/>	GIFTM	Memo	GIFT MEMO
<input type="checkbox"/>	GRANT	Reg	FOCA
<input type="checkbox"/>	GTL	GTL	GROUP TERM LIFE CALCULATED
<input type="checkbox"/>	HOL	Standard	HOLIDAY
<input type="checkbox"/>	HOLM	Memo	HOLIDAY MEMO
<input type="checkbox"/>	HOUSG	Standard	HOUSING TAXABLE ALL
<input type="checkbox"/>	HRSVA	Standard	HOURS VARIANCE
<input type="checkbox"/>	IMPUT	Standard	IMPUTED INCOME
<input type="checkbox"/>	JURY	Standard	JURY DUTY
<input type="checkbox"/>	LEAVE	Standard	PAID LEAVE
<input type="checkbox"/>	LOAN	Memo	MEMO ONLY LOAN
<input type="checkbox"/>	MASS	Standard	MASS STIPEND
<input type="checkbox"/>	MISC	Standard	MISCELLANEOUS EARN

Deductions -- All --

<input checked="" type="checkbox"/>	403EE	403b	403B EE CONTRIBUTION
<input checked="" type="checkbox"/>	403EP	403b	403B PRIEST CONTRIBU
<input checked="" type="checkbox"/>	ADV	Standard	ADVANCE
<input checked="" type="checkbox"/>	AHSA	Standard	ER HSA
<input checked="" type="checkbox"/>	AHSAB	Standard	ARCH HSA BONUS
<input checked="" type="checkbox"/>	AHSAF	Standard	ERHSA - FAM
<input checked="" type="checkbox"/>	AHSAS	Standard	ERHSA - SNG
<input checked="" type="checkbox"/>	BASIC	Memo	BASIC BILLING
<input checked="" type="checkbox"/>	BCHAT	Standard	CHATARD CAMPAIGN
<input checked="" type="checkbox"/>	BIRTH	Standard	Birthline Contributi
<input checked="" type="checkbox"/>	BKRPT	Bankruptcy	BANKRUPTCY
<input checked="" type="checkbox"/>	BKSSM	Add	BOOKS SEM
<input checked="" type="checkbox"/>	BOOKS	Add	BOOKS REIMB
<input checked="" type="checkbox"/>	CHLD1	CS_EFT	CHILD SUPT - EFT
<input checked="" type="checkbox"/>	CHLD2	CS_EFT	CHILD SUPT - EFT
<input checked="" type="checkbox"/>	COL	Standard	United Catholic App

Save.

View check details.

Preview / Summary

Gross \$100.00

Net \$87.70

Earnings

Earning	Rate	Hours	Amount
BONUS	0.0000	0.00	100.00
		Total: 0.00	Total: \$100.00

Deductions

Deduction
No Deductions

Taxes

Tax	Taxable Wages	Amount
FITW	100.00	1.35
IN	100.00	3.30
MED	100.00	1.45
SS	100.00	6.20
		Total: \$12.30

Direct Deposits

Transit	Account
No Direct Deposits	