



Microsoft Dynamics GP

Payroll and Human Resources Management Fact Sheet

Benefits

Coordinate and Automate Payroll Management Tasks
Streamline and automate complex pay calculations by establishing defined methods for managing pay code add-ons, shift differentials, and other payroll tasks that are required when employees work around the clock, in different departments, and at different rates.

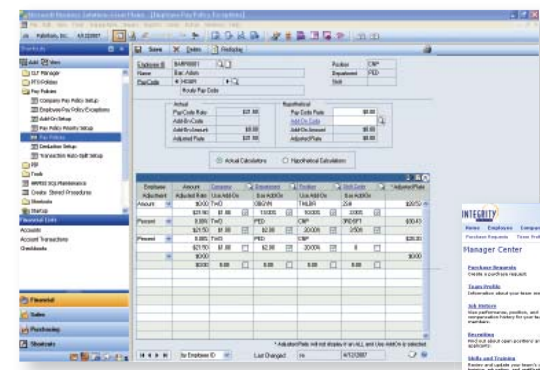
Manage Payroll More Effectively
Increase flexibility and gain more control over payroll information through features that make it easy to maintain a comprehensive, up-to-date perspective on payroll expenses.

Streamline Data Entry
Simplify employee record setup with templates that are easily modified for each individual. Data is entered once and then used for multiple payroll tasks, saving time and reducing errors.

Increase Productivity
Streamline the process of collecting, reviewing, and approving timesheet data with online self-service options delivered through a personalized Web portal. Automated payroll processing helps eliminate many routine transactions, freeing staff to focus on higher priorities.

Healthcare organizations have extremely complex requirements when it comes to payroll and human resources management. Microsoft Dynamics™ GP provides the tools and ERP framework that healthcare organizations need to streamline and automate payroll and human resources management processes.

Dependent on the skills and experience of physicians, clinicians, nurses, and other professionals, and organized to meet the around-the-clock needs of patients, healthcare providers must coordinate an unusually complicated set of payroll and human resources management requirements and parameters.



Manage the complicated healthcare-industry pay policies more effectively.



Rely on the powerful functionality and connectivity of Microsoft Business Portal.

Microsoft Dynamics GP provides the ERP functionality to coordinate calculation of payroll tasks automatically, even when employees work in different departments and at different rates during the same pay period. By making it easier to track applicant and employee information, Microsoft Dynamics GP can help healthcare organizations recruit and retain talented employees. In addition, self-service human resources capabilities reduce administrative costs by empowering managers and employees to make their own choices when appropriate.

Give Employees Better Service

Provide quick answers to employee questions on personal or financial information and provide direct deposit options without increasing overhead costs.

Empower Employees

Online self-service options enable employees to quickly and conveniently update personal information, view paychecks online, enroll in direct deposit, update tax withholding information, view available vacation time, and submit vacation requests and timesheets.

Improve Recruiting and Retention

Enhance recruiting capabilities and improve talent retention through simplified tracking of information for both applicants and employees.

Microsoft Dynamics GP offers several modules that can help healthcare organizations improve the way they manage payroll and human resources, including:

- *Payroll*: Take advantage of the features, control, and security needed to manage sensitive payroll information. Capabilities include direct deposit processing; unlimited pay types; automatic calculation of shift differentials; unlimited deductions, benefits, and pay histories; and automatic tax updates.
- *Human Resources*: Track applicant references, education, skills, and interview information, and manage employee data, including everything from demographic information to attendance, benefits, pay history, position history, training, and much more.
- *HRM Self Service*: Empower managers and employees and reduce administrative costs in a more secure environment that delivers self-service functionality for employee pay history inquiries, benefits enrollment and status, employee profile review and updates, and skills and training information.

Microsoft Dynamics GP, along with integrated partner solutions, offers a wide range of functionality that targets the specific needs of healthcare organizations, including:

- *Advanced Payroll and HR for Healthcare*: Manage complex pay policies, deductions in arrears, PTO accruals, and overtime rate calculations structures, and report on payroll costs for full time equivalents, departments, and other areas that are critical to budgeting and financial reporting. Track employee certifications and health records. Connect payroll and accounts payable in order to automate payroll tax withholdings, deductions, and garnishments.
- *Self Service, Benefit, and Certification Management*: Extend the capabilities of Microsoft Dynamics GP with self-service modules that enable employees to request time off, review benefit plan details, add dependants, and change withholding information at any time. Self-service modules also streamline management of certifications, license, and health data for employees and managers. Enrollment records are automatically posted to Payroll and Human Resources modules, eliminating the need to enter changes manually.

Learn more about how Microsoft Dynamics GP 9.0 can help your healthcare organization at www.microsoft.com/dynamics/gp.