Sage HRMS

What's new in Sage HRMS 2015

Sage HRMS is an industry-leading, customizable solution that enables you to decisively meet and respond to HR management challenges. With integrated payroll, benefits, recruiting, employee self-service, and analytics capabilities, Sage HRMS helps you to maximize every dollar you invest in employees.

The improvements incorporated into Sage HRMS 2015 result in a robust and reliable release. This document summarizes the most notable updates to product features and functionality. Please refer to the release notes for more information.

Support for Affordable Care Act reporting requirements

The Affordable Care Act (ACA) is bringing significant changes to the healthcare system—and causing quite a few headaches. Your employees are going to have more questions than ever about their benefits, and researching and answering them is going to take valuable time. By now you should be taking the following steps related to ACA compliance:

- Monitor employee service hours in 2014 to know whom to offer coverage to in 2015.
- Save date and time coverage was offered.
- Use the autoenrollment feature in Sage HRMS to ensure employees are automatically enrolled as required.
- Track benefits and dependents in Sage HRMS with correct effective dates for coverage and a date of birth and/or SSN.
- Track life events to add and remove employees from coverage to correctly update months of coverage offered.
- Track terminations, new hires, and variable employees to correctly update months of coverage offered.
- Correctly set the employee part-time/full-time status based on the service hours worked.

You can use My Workforce Analyzer* to manage the information designated by the Affordable Care Act and provide the assistance needed to stay in compliance with the most recent regulations and reporting requirements. Stay tuned for more to come to Sage HRMS customers in 2016!

Supported browsers, operating systems, and SQL Servers

Microsoft Windows Internet Explorer 11 and the Microsoft Windows 8.1 OS have been added to the supported Internet browsers and operating systems for use with Sage HRMS and Sage Employee Self Service 2015. Additionally, Microsoft SQL Server 2014 (both Enterprise and Express editions) is now also supported with the software.

HR product updates

Employee Quick Find
New functionality is available in Sage HRMS on the detail pages in the View/Edit Employee windows: the ability to quickly and easily search for employees by entering the first few digits of an employee's ID, first name, or last name.

Inactive HR/employee codes
The system has been enhanced with a feature that hides inactive or expired HR/employee codes. The codes that are hidden when inactive or expired are Benefit Insurance Plans, Benefit Savings Plans, Job Status Codes, Employee Note Author, Employee Note Type, Salary Grades, Employee Type, Events, Ratings, Shift Differential, and Skill.

User security inactivation and position
With this release, you are no longer required to delete a Security user in order to remove the user's permissions. You can now inactivate the user so the user can be reactivated again at a later time. You can now also identify the user's job title or **Position** with a new alphanumeric text field.

Employee self–service product updates

### Important change to the master password

With this release, the master password process now offers increased security for administrators. You can no longer reset your password to the generic "Master" setting. After you use the **Generate Master Password** functionality, you can change the master password to a password of your choice in Sage ESS.

Payroll product updates

General ledger segments extended support

The earning, deduction, and tax general ledger segments now post with six segments identified if you use cost center overrides and set up the new segments in Payroll G/L Integration. This means payroll uses the segments from the employee-level setup or the timecard uses the Regular Expense account.

You can now define which segments should be used for your payroll account allocation and use them at an account distribution level.
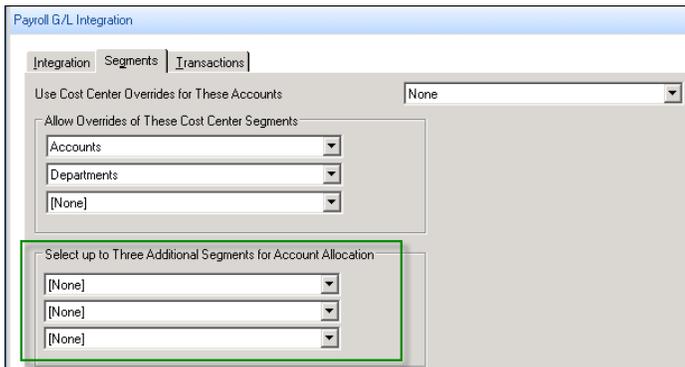

G/L segments for Workers' Compensation

With this release, payroll processing accurately impacts G/L segments specific to Workers' Compensation with overtime and shift expenses set up when **segments** (for cost center override) are used in timecards.
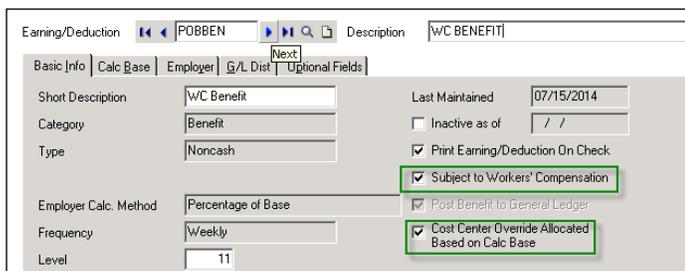
Employee Selection Lists detail page

A new window has been added to the employee detail pages for Payroll: Employee Selection Lists. You can now add assigning employees to selection lists to your customized steps to automate the process.
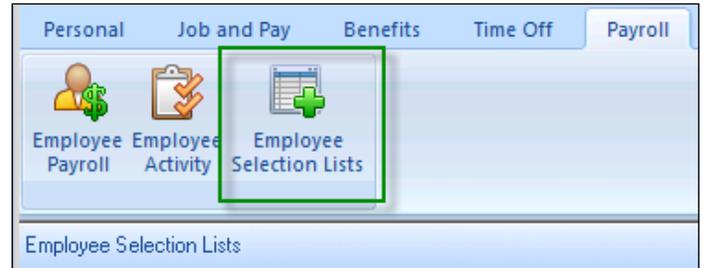

Update Local Taxes Audit Report

A new report is available in Sage HRMS Payroll: the Update Local Taxes Audit report. This report gives you the option to audit and review a summary of changes made to local and custom taxes and rates.

Canadian Payroll product updates

T4A and RL-2 reporting options for earning/deduction codes

When setting up a new earning/deduction code in Canadian Payroll, you now have the option to indicate whether the employee amounts should be reported on the T4A (Statement of Pension, Retirement, Annuity, and Other Income) or the Relevé 2 (Revenus de retraite et rentes).
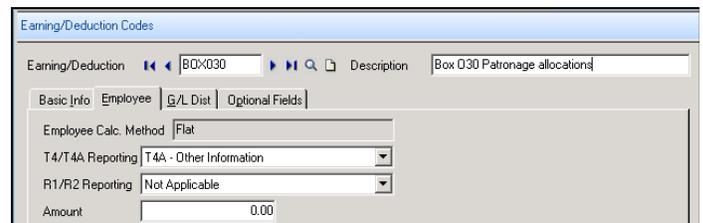
T4A and RL-2 Summary Report

A new report is available with this release to support the addition of the T4A (Statement of Pension, Retirement, Annuity, and Other Income) and Relevé 2 (Revenus de retraite et rentes) code setup.

Other enhancements

Gross-up calculator

The new gross-up calculator calculates the gross amount of money that the employer needs to pay in order for an employee to receive a predetermined net amount.

Reporting functionality

The software now includes SAP® Crystal Reports 2011 for designing and delivering powerful, flexible reports. Plus, Sage HRMS Payroll tables and fields are now available in Data Dictionary Reports and in Abra Data Access Driver. With this enhanced functionality, you can now easily create custom SAP Crystal Reports and ad hoc reports for any payroll and HR information in the program. This enhancement includes greater ease in creating reports to retrieve data from multiple companies, if applicable.

Sage 100 Standard ERP Link updates

The Link now transfers benefits based on an assessment of the following four date fields:

- Latest change to amounts/latest change (new)
- Employee coverage begins/effective date
- Employee coverage ends/expiration date
- Date waived/waive date

Sage HRMS OrgPlus—new version, new name

Effective with Sage HRMS 2015, Sage HRMS OrgPlus is now Sage OrgPlus by Insperity.* View, model, and analyze your workforce with the industry-leading organizational charting and planning software. Sage OrgPlus blends at-a-glance insight with powerful planning tools, equipping business leaders and HR professionals to understand their organizations and effectively manage change. With Sage OrgPlus you can:

- Create and edit presentation-quality org charts.
- Print or publish to PDF, PowerPoint, Excel, or HTML.
- Model what-if scenarios.
- Schedule employee data updates and autopublishing.
- Display key workforce metrics.
- Import data from Sage HRMS 2015.

*My Workforce Analyzer and Sage OrgPlus are available as optional solutions, at an additional cost. Contact us at 866-271-6050 to chat with a Sage sales expert and learn more.

About The Sage Group, plc

We provide small and medium-sized organizations with a range of easy-to-use, secure, and efficient business management software and services-from accounting and payroll to enterprise resource planning, customer relationship management, and payments. Our customers receive continuous advice and support through our global network of local experts to help them solve their business problems, giving them the confidence to achieve their business ambitions. Formed in 1981, Sage was floated on the London Stock Exchange in 1989 and entered the FTSE 100 in 1999. Sage has over 6 million customers and more than 12,700 employees in 24 countries covering the UK & Ireland, mainland Europe, North America, South Africa, Australia, Asia, and Brazil.

For more information about Sage in North America, please visit the company website at Sage.com. Follow Sage North America on Facebook, Facebook.com/Sage, and Twitter, Twitter.com/SageNAmerica.

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