Payroll

Solana's Payroll software meets the unique needs of agencies serving individuals in the I/DD community. Our Payroll software allows for unlimited, formula-based wage types (regular, overtime, holiday, shift premiums, bonuses, etc.) that work with multiple base rates (regular, overnight, multiple job titles with different pay rates, etc.) to handle all pay rate situations. Payroll allocates payroll costs to numerous sites, locations, programs, clients, and more. Payroll lets you process payroll in whatever grouping matches your agency needs such as different pay dates or multiple classes of employee (union, salary, etc.).

Save time cutting multiple checks and include non-payroll reimbursements (mileage, travel expenses, etc.) within the employee's paycheck. Reimbursements appear along with pay while not being subject to taxes and deductions. Other time-saving features include the ability to distribute direct deposits to multiple employee bank accounts, override system-calculated deductions and taxes, batch process wage and reimbursement entries and print multiple checks per employee.

In addition, with Payroll you can save even more time as taxes (federal, state, city, etc,) and deductions (benefits, garnishments, uniforms, 401(k), etc.) can be set up at the company level, employee level, or both. You can make mass changes to deductions and taxes without manually editing each one and establish withholding maximums to avoid mistakes. In addition, you can enter known withholding changes in advance.

With Payroll you can accurately withhold city tax based on work cities, home city, or both. Withhold deductions and taxes automatically and remit withheld tax and deduction amounts to the appropriate agencies without manual calculations.

Track employee paid time off with ease using your specific PTO policy. Payroll accrues, assigns and relieves PTO without user intervention. PTO tracking

Payroll handles multiple pay rates and wage types.

compares requested time versus available time to alert your payroll clerks if the employee doesn't have adequate paid time off hours.

Hundreds of report combinations are available within Payroll. Examine payroll expense by cost center, job title or wage type. Review hours, wages, deductions, taxes, and PTO balances with ease. Exception reports detail out-of-ordinary events like employees with multiple checks, active employees not getting payments, employees receiving overtime with less than 40 regular hours worked, and more. Print your 940 and 941 directly from Payroll as well as create your electronic SUTA and New Hire files. Take advantage of Solana's End of Year Processing and seamlessly submit your W-2 and 1094/1095-C information for processing. (Available as an additional service.)

Integrate with Solana's Time Tracking software and import wage and reimbursement information into the Payroll software to automatically create wage and expense entries. Add on our Billing module to supply employee-worked hours for individual contracted services for payment purposes. Use our Staff Scheduling, Human Resources and Employee Requirements software to expand the ability to track employee information with the same list of employees from Payroll. Finally, General Ledger stores all employee and agency payments for reporting and financial statements.

Key Benefits

✔ Improve efficiencies and reduce administration costs with time saving features.

✔ Protect employees from identity theft with security settings to allow staff access to only the staff and information they need.

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