



ORMED | MIS Human Capital Management

Handle with Care

TIME & ATTENDANCE

Accurate Record Keeping for Flawless Payments

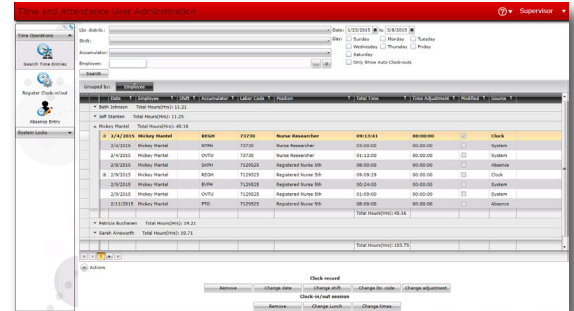
Regardless of whether your organization operates 24/7 year-round, nine to five weekdays, or any combination in between, time and attendance tracking is one of the most challenging human resource tasks. Complex rules combined with employees that work in multiple areas require robust tools to ensure compliance.

Best practices call for minimizing the amount of manual intervention by assigning shift premiums based on actual worked time. That's where an automated, integrated, industry-proven software solution can be invaluable.

The newest product in ORMED | MIS's Human Capital Management Suite, Time & Attendance automates the treatment of complex compensation rules to bring confidence to your payroll process and dramatically reduce payroll preparation time. It can handle even the most complex compensation rules to ensure that cost savings, and overall efficiency are maximized.

Time & Attendance Terminal

- Web based portal allows employees to clock IN and OUT effortlessly from any PC.
- Preview of absences and shift premiums at employee's fingertips



Modifying an employee's schedule

- Empower employees to review their activity for the pay period and report any discrepancies BEFORE it is processed
- Floating capabilities provide employees with ability to enter position, cost center, and/or pay code overrides.

Time & Attendance User Administration

- Key Timekeepers can review raw data and intervene to ensure accuracy prior to payroll processing
- Absences can be entered online and sent to payroll along with clock data
- Rules-based automation takes care of lunch deductions, shift premiums, weekend and holiday premiums, and overtime calculations
- Full audit trail of any and all edits provides secure system of record for legal purposes

Seamless integration to Payroll means that once employees and timekeepers do their part to capture and audit time data, the payroll staff can confidently import the information and quickly transform it into accurate checks and direct deposits for staff.

“Manage People, not Paperwork.”

ORMED | MIS HEALTHCARE MANAGEMENT INFORMATION SYSTEMS

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