



**DRESSER & ASSOCIATES**  
HR, Payroll & Talent Management Solutions

### In This Issue

#### Page 1

Introducing Sage HRMS Version 2014

#### Page 2

Sage HRMS 2014  
(Continued ...)

Employee Self Service Enhancements in Sage HRMS 2014

PPACA Employer Mandate Delayed to 2015

## INTRODUCING SAGE HRMS 2014

Sage HRMS 2014 was recently released and is currently available for download. **Over 50 software improvements** suggested by customers like you were included in this release. Let's take a look at what the newest version of your HR and payroll software has to offer.

### Human Resources Enhancements

A new **Benefit Savings Plan Group** feature allows you to combine multiple plans in a single group so that Maximum Employer Contributions are calculated on a combination of all plans. This added control is great for employers that offer, for example, both pre-tax 401(k) and post-tax Roth 401(k) plans where the total employer match to both plans should not exceed a maximum designated value. To learn more about this new feature or for step-by-step instructions, go to: **Help > Setup > Employees > Setup Benefits > Set Up Benefit Savings Plans Groups**

**Improved Employee ID Management** - Sage HRMS now supports a combination of **both** numeric and alphanumeric employee IDs without the system automatically restructuring the existing IDs in your database. You also get added flexibility when using the Add New Hire task.

**Shared Secure Queries** - when creating and using Secure Queries in Sage HRMS HR, Time Off, and Sage HRMS Train, a new **Share Button** (visible when the *Access Type* is set to *Private*) allows you to share secure private reports with the employees of your choice.

### Time Off Enhancements

The **Attendance Functionality** in Sage HRMS 2014 has been greatly improved which, overall, includes far better flexibility for attendance plans and seniority-based accrual rates. Your Accrue Time processes now update pertinent reference fields throughout the Attendance Summary windows, as well as update the rules that govern attendance plans.

**New Accrual Calculations Process** - attendance plans calculate seniority-based accruals depending on the **Attendance Plans Detail > Seniority Levels Tab > Calculate Service As Of** selection shown in the diagram below.



### Sage HRMS Upgrade Note:

For existing customers upgrading from Sage HRMS Versions 10.1 or 2012, both your current plan settings (for Use and Calculate Service As Of) and current data will be transferred to new options that preserve your current accrual calculations. No other action is required. To see which options default after the upgrade, refer to this [Enhancement Details table](#).

Level	After Months	Hours Earned	Max Available	Max Carryover	Level	After Months	Hours Earned	Max Available	Max Carryover
1	0	0.00	0.00	99.99	6	0	0.00	99999.99	99999.99
2	60	120.00	0.00	99.99	7	0	0.00	99999.99	99999.99
3	120	160.00	0.00	99.99	8	0	0.00	99999.99	99999.99
4	0	0.00	99999.99	99999.99	9	0	0.00	99999.99	99999.99
5	0	0.00	99999.99	99999.99	0	0	0.00	99999.99	99999.99



## Payroll Enhancements

You now have the option to **Customize the Process Payroll Map** in Sage HRMS 2014 to add custom reports, websites, and executable files (.exe).

Sage HRMS 2014 also offers a new **Automatic Tax Update** option for Local/Other tax code rates supplied from Sage to the Sage HRMS Payroll U.S. product. Each time you apply a quarterly tax update, the system will prompt you and automatically apply rate changes to the supported tax codes currently in your Sage HRMS Payroll program (note: you can click **NO** at the prompt and continue using your current method). You can also automatically push the new rates to the tax codes on each employee record.

Lastly when importing a timecard, Sage HRMS Payroll now includes the importing of **Cost Center Overrides** which will automatically update the G/L segments corresponding to each cost center override. This matches the way the system already handles information manually entered in timecards.

## Get the Whole Scoop

With over 50 new features, enhancements, and product fixes, Sage HRMS 2014 has more to offer than we can fit into one article. But click below to access valuable resources and details that will help you understand what's included in this feature-packed new release.



[Sage HRMS 2014 Release Notes](#)

[Sage HRMS 2014 Installation Guide](#)

[Sage HRMS 2014 Payroll - Getting Started Guide](#)

Be sure to **Contact Us** with your questions or if you need assistance with an upgrade, training, or support.

## SPOTLIGHT: Employee Self Service

The Sage HRMS 2014 release included changes and enhancements to the [Sage Employee Self Service \(ESS\)](#) product which we'll take a quick look at here.

### Employee Names and Case Sensitivity

Sage Employee Self Service now allows employees to create user accounts entering their first and last names using a combination of upper and lowercase letters. This includes variations of the employees' names as stored in Sage HRMS.

### Benefit Savings Plan Groups (Requirement)

In order to use the new Benefit Savings Plan Groups in Sage HRMS 2014, you will be required to have the latest version of Sage Employee Self Service installed on your system. If your Sage ESS version is 2012 or older, you will not be able to use Benefit Savings Plan Groups until you upgrade.

This new version also changes or enhances functionality in **Open Enrollment and Life Event** Coverage Dates, Employee Contributions, access to the Beneficiaries section, and the ability to add the same beneficiary or dependent to more than one employee.

## Employer Resources

### Understanding PPACA

PPACA's Employer Mandate requires employers with more than 50 full-time equivalent employees to provide full-time workers with affordable coverage, or face penalties/taxes. While enforcement of the new mandate was pushed back to 2015, now is the time to get prepared. That's why Sage has compiled a variety of resources - checklists, videos, and FAQs - to help you prepare for what's next. Go online to:



<http://na.sage.com/sage-hrms/lp/ppaca>

## Contact Dresser & Associates

**Corporate Headquarters**  
243 U.S. Route 1  
Scarborough, ME 04074  
(207) 885-0809

**Toll Free:** (866) 885-7212

**Atlanta, GA**  
(678) 772-7099

**Lancaster, PA**  
(866) 885-7212

**Clearwater, FL**  
(727) 366-6922

[Info@DresserAssociates.com](mailto:Info@DresserAssociates.com)

[www.DresserAssociates.com](http://www.DresserAssociates.com)

