

Scheduled Deduction Report Use to confirm against UMR insurance monthly billings

Go to Report Center - HR Reports - Scheduled Deduction Report

fr > Report Center						
earch Reports Type report	t name 🔍		Client Inbox Push Reporting * Recent Reports Saved Reports Agreements			
Report Writers	Anniversary Date Report 🔞	PDF Excel HTML	ARCHDIOCESE OF DENVER MANAGEMENT ORJ19 - ARCHDIOCESE OF DENVER M			
HR Reports	Employee 3rd Party Payee Report @	PDF Excel HTML	View All Tracking Numbers			
Payroll Reports	Employee Accrual Report 🚱	PDF Excel HTML	~ No Reports ~			
Payroll Grid Reports	Employee Birthday Report 🕜	PDF Excel HTML	(i) If you are having trouble opening .PDF or .XLS files from within Internet Explorer click here.			
Affordable Care Act Re-	Employee Dates Report 🕜	PDF Excel				
ports	Employee Direct Deposit Report 🚷	PDF Excel				
Applicant Tracking Re- ports	Employee Directory Report 🚱	PDF Excel HTML				
Benefits Administration Reports	Employee Labels Report 😧	PDF				
Client Inbox Reports	Employee Photo Report 🚱	PDF Excel HTML				
Custom Reports	Employee Rates Report 🕖	PDF Excel HTML				
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Government and Com-	Labor Allocation Detail Defaults Report 🔞	Excel HTML				
pliance Reports	Payroll Profile Validation Report 🕖	PDF Excel HTML				
Paycom Learning Re- ports	Percent Labor Distribution Report	PDF Excel HTML				
Performance and Com- pensation Manage- ment Reports	Rate History Report 🕜	PDF Excel				
	Scheduled Deduction Report @	PDF Excel HTML				

Select XLSX to get an Excel file for better sorting – uncheck "Show Hidden" deductions – Select All deductions or individually check the plans in the deduction box

Generate Report	Report Queue Recent Reports Saved Reports
eport-Specific Options Output Format	 Select the preferred output format. If applicable, select the date range from which to pull data for the report. Select any applicable filters. To report on a set of employees field, expand the "Employee Filters" section ar employees.
Dental Gold [DTG] Dental Gold Post Tax [DGP] Dental Gold Post tax MEMO [DGM] Dental Gold Post tax MEMO [DGM] Dental Platinum [DTP] Dental Platinum MEMO [DPM]	 If applicable, expand the "Custom Field Filters," select the appropriate field and filter by that field's options or date range. Note: You can utilize the "search" box within a filter to find a specific filter easily.

Employee Filters					
Employees					
Search O					
AARDSMA, RHONDA [D937] AASMUNDSTAD, KERI [L194] ABAD, TAMERA [K560] ABAR, KATHERINE [M922] ABBOTT, GINA [D593] ABBOTT, PHILIP [P096] ABDELNOUR, RYAN [A068] ABERNETHY, O [H767] ABEVTA ADRIAN [E370]					
ABEYTA, ADRIAN [F370]					
Previous 1 2 1487 Next Position Title					
Search Select All					
 Accounts Receivable Accountant[3] Administrative Assistant[160] Administrative Assistant[161] Administrative Assistant[10] Administrative Assistant[36] Administrative Assistant[62] 					
Employee Status Active Terminated Inactive					
On leave					

Then Generate Report – you should not have to select any other items in these drop-down lists

Custom Field Filte	•	
Labor Allocation	•	
Sorting		-
Ger	erate Report	