



PROVIDENCE PAY SLIPS AND FLSA (OVERTIME) UNDERSTANDING

PAYROLL & COMPENSATION AGENDA

- How To Read The Payslip
- Retro Payments
 - How Do I Read All Of The Retro On My Payslip?
 - Why Do I See “Retro” On Every Line On Some Of My Payslips?
- FLSA
 - What Does It Mean?
 - Why Do I See Multiple FLSA Rates On My Payslip?
- Resources





Reading Pay Slips

READING GENESIS PAY SLIPS - EARNINGS

EARNINGS							
Description	Start Date	End Date	Current				YTD
			Hours/Units	Rate	Multiple	Amount	Earnings
Regular Time	09/03/2023	09/09/2023	36.83	40.61	1.00	1,495.67	51,278.10
Doubletime FLSA	09/03/2023	09/09/2023	6.00	44.95	1.00	269.68	1,521.77
Doubletime	09/03/2023	09/09/2023	6.00	40.61	1.00	243.66	1,375.04
Diff Eve Shift Prod	09/03/2023	09/09/2023	36.33	2.75	1.00	99.91	3,203.17
Holiday Worked OT	09/03/2023	09/09/2023	1.50	40.61	1.00	60.92	123.24
Diff Wknd Prod	09/03/2023	09/09/2023	12.00	4.00	1.00	48.00	1,033.88
Cert Educ Prem Prod	09/03/2023	09/09/2023	44.33	1.00	1.00	44.33	1,508.46
Holiday Worked OT FLSA	09/03/2023	09/09/2023	1.50	44.95	0.50	33.71	73.11
Regular Time	08/27/2023	09/02/2023	38.20	40.61	1.00	1,551.30	
Doubletime FLSA	08/27/2023	09/02/2023	6.53	44.22	1.00	288.77	
Doubletime	08/27/2023	09/02/2023	6.53	40.61	1.00	265.18	
Diff Eve Shift Prod	08/27/2023	09/02/2023	42.48	2.75	1.00	116.82	
Cert Educ Prem Prod	08/27/2023	09/02/2023	44.73	1.00	1.00	44.73	
NonCash_GTL_Over_50k	08/27/2023	09/09/2023				7.34	122.21
Cert Educ Prem NPRd						0.00	66.00
Company SickSafe PTO						0.00	487.32
Diff Eve Shift NPRd						0.00	167.75
Diff Night Shift Prod						0.00	376.48
Doubletime FLSA Retro						0.00	4,816.57
Doubletime Retro						0.00	3,729.91
Please see page 2 for additional details							



RETRO PAYMENTS

RETRO PAYMENTS

How Do I Know If I Receive My Retro Pay?

- You will see a line item that has the pay code, followed by Retro and it will display the start and end date of the pay week that it *should* have been paid.
- You may see the same pay code and amount with a positive and negative number of hours with different rate amounts. This is because other retro items may affect the FLSA overtime rate.

EARNINGS							
Description	Start Date	End Date	-----Current-----			----YTD----	
			Hours/Units	Rate	Multiple	Amount	Earnings
Regular Time	09/03/2023	09/09/2023	29.85	16.26	1.00	485.36	21,652.95
Holiday Worked OT	09/03/2023	09/09/2023	10.15	16.26	1.00	165.04	496.42
PTO	09/03/2023	09/09/2023	10.00	16.26	1.00	162.60	1,203.24
Holiday Worked OT FLSA	09/03/2023	09/09/2023	10.15	18.20	0.50	92.39	258.08
Diff Wknd Prod	09/03/2023	09/09/2023	10.25	3.50	1.00	35.88	1,000.86
Preceptor Premium	09/03/2023	09/09/2023	30.00	1.00	1.00	30.00	47.50
Cert Premium Prod Pct	09/03/2023	09/09/2023	40.80	0.33	1.00	13.46	73.47
Overtime Base	09/03/2023	09/09/2023	0.80	16.26	1.00	13.01	394.16
Overtime FLSA	09/03/2023	09/09/2023	0.80	18.20	0.50	7.28	208.40
Cert Premium NPRd Pct	09/03/2023	09/09/2023	10.00	0.33	1.00	3.30	10.89
Regular Time	08/27/2023	09/02/2023	38.47	16.26	1.00	625.52	
PTO	08/27/2023	09/02/2023	3.00	16.26	1.00	48.78	
Diff Wknd Prod	08/27/2023	09/02/2023	10.15	3.50	1.00	35.53	
Preceptor Premium	08/27/2023	09/02/2023	17.50	1.00	1.00	17.50	
Cert Premium Prod Pct	08/27/2023	09/02/2023	38.47	0.33	1.00	12.70	
Cert Premium NPRd Pct	08/27/2023	09/02/2023	3.00	0.33	1.00	0.99	
Overtime FLSA Retro	08/20/2023	08/26/2023	1.23	17.66	0.50	10.86	0.48
Preceptor Premium Retro	08/20/2023	08/26/2023	8.00	1.00	1.00	8.00	8.00
Overtime FLSA Retro	08/20/2023	08/26/2023	-1.23	17.46	0.50	-10.74	0.48
NonCash_GIL_Over_50k	08/27/2023	09/09/2023				0.46	7.63

Please see page 2 for additional details

RETRO PAYMENTS – EVERYTHING SAYS RETRO – WHY?

Why does every single line of my check state retro? **We call this WOW (the Way Oracle Works)**

- This caregiver received an off-cycle payment, which causes ALL entries on the regular payslip to show as Retro.
- In this example, the caregiver received an off-cycle payment on 09/05/23. Their regular payment dated 09/15/2023 shows all entries as Retro, even though some are for that pay period (08/27-09/09/2023)
- You will always be able to tell which are current or retro by looking at the **Start** and **End** Dates on the pay slip.

EARNINGS							
Description	Start Date	End Date	Hours/Units	Rate	Multiple	Amount	YTD Earnings
Regular Time Retro	09/03/2023	09/09/2023	29.00	18.27	1.00	529.83	1,192.12
Diff Night Shift Prod Retro	09/03/2023	09/09/2023	36.00	3.75	1.00	135.00	324.38
Holiday Worked OT Retro	09/03/2023	09/09/2023	7.00	18.27	1.00	127.89	127.89
Hol Worked OT FLSA Retro	09/03/2023	09/09/2023	7.00	24.44	0.50	85.53	85.53
Standby Retro	09/03/2023	09/09/2023	12.00	3.75	1.00	45.00	122.82
Diff Wknd Prod Retro	09/03/2023	09/09/2023	12.00	3.50	1.00	42.00	155.75
Regular Time Retro	08/27/2023	09/02/2023	30.00	18.27	1.00	548.10	
Diff Night Shift Prod Retro	08/27/2023	09/02/2023	30.00	3.75	1.00	112.50	
Diff Wknd Prod Retro	08/27/2023	09/02/2023	18.00	3.50	1.00	63.00	
Standby Retro	08/27/2023	09/02/2023	6.00	3.75	1.00	22.50	
Overtime FLSA Retro	Retro 08/20/2023	08/26/2023	5.50	22.90	0.50	62.96	164.10
Overtime FLSA Retro	08/20/2023	08/26/2023	-5.50	22.75	0.50	-62.57	
Holiday Worked OT FLSA			7.00	0.00		0.00	0.00
Callback Minimum OT						0.00	4.02
Callback Minimum OT FLSA						0.00	2.38
Callback OT						0.00	50.79
Callback OT FLSA						0.00	30.13
Company SickSafe PTO						0.00	219.24
Diff Eve Shift Prod						0.00	12.38
Diff Night Shift NPrd						0.00	135.00

Please see page 2 for additional details



FLSA

Fair Labor Standards Act

FLSA

What Is It?



Fair Labor Standards Act – A U.S. law established in 1938 to ensure employees be paid at least a minimum wage for all hours worked and paid appropriately for overtime hours worked.

Your OT FLSA rate is determined by taking your eligible hours worked and multiplying that by your hourly rate. FLSA eligible earnings include BOTH eligible hours worked and other eligible earnings:

With the transition to Genesis, our pay slips now look different. Genesis pay slips show different OT (overtime) codes/lines. They now break your overtime into 2 different pay codes

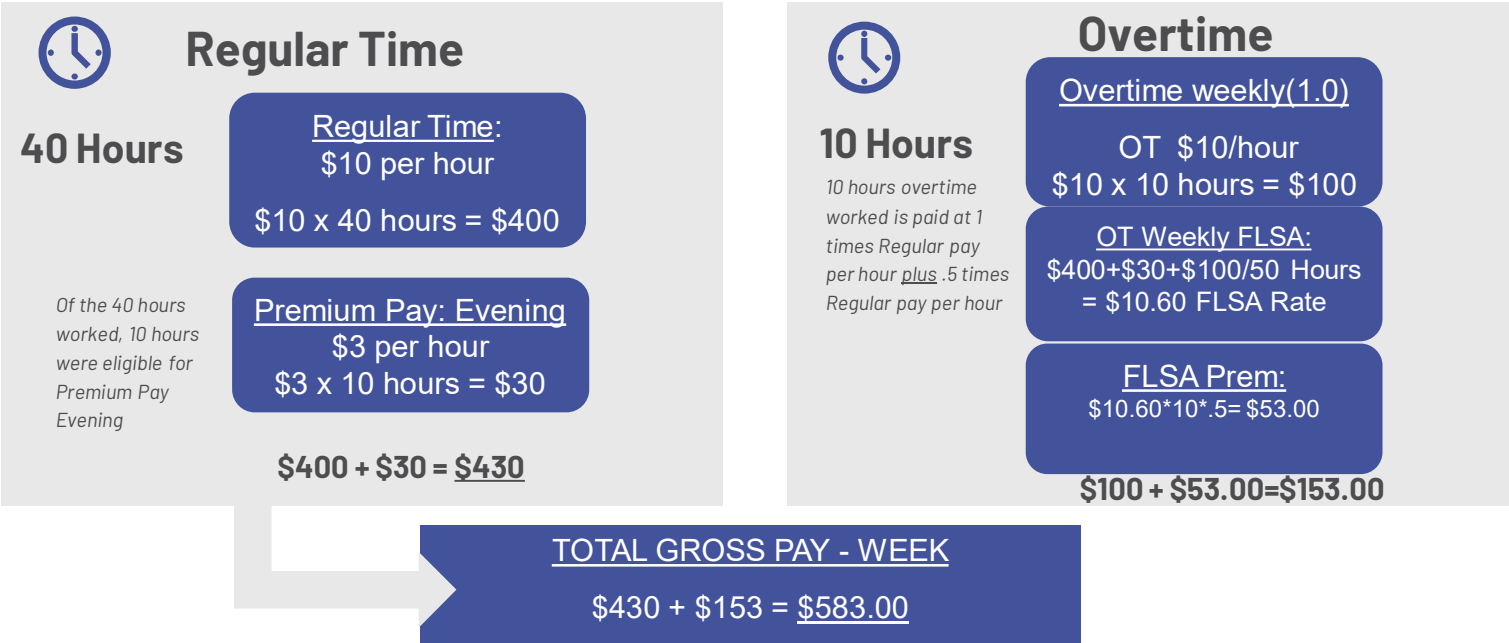
- Overtime base rate – pays at 1 x the caregiver's hourly rate
- Overtime Prem (FLSA) rate – pays at .50 x the caregiver's FLSA hourly rate of pay.

However, OT (overtime) is calculated the exact same way as before Genesis was implemented.

 OT FLSA Eligible HOURS	 OT FLSA Eligible EARNINGS
<i>Examples include:</i> <ul style="list-style-type: none">✓ Regular✓ Over Time✓ Double Time✓ Call Back Over Time✓ Call Back Travel OT✓ Training	<i>Examples include:</i> <ul style="list-style-type: none">✓ Differential: Eve; Night; Weekend/Holiday✓ Standby Pay✓ Premiums (Lead, Preceptor, etc.)✓ Certification Premiums✓ Clinical Ladder

FLSA

Example to show how weekly overtime pay (over 40 hours in a week) is calculated for a person with 50 hours, including 10 hours of premium pay during the 40 regular time*



** This is basic example to illustrate how FLSA overtime works and does not reflect an actual timecard or pay slip

FLSA – WHY DO I HAVE TWO DIFFERENT RATES ON MY PAY SLIP?

Caregivers who have a 40-hour work week (0040, 0840, 1040, 1240, etc.) will have their FLSA OT rate calculated based on their daily or weekly hours.

[illegible]

*This example displays daily overtime



Caregivers who are on a bi-weekly work schedule (i.e., 0880) will only see one FLSA OT rate for each Pay Period

KRONOS AND PAYROLL - RESOURCES





Thank You

Have Questions?

**The HR Service Center is available to help
with your
HR and Payroll policy related questions.**

**PHONE: 888-687-3753
(Mon – Fri 7am – 6pm)
Caregiver Service Portal**

<https://psjh.service-now.com/hrsp>