Ascentis

Solutions (th)at Work

Ascentis HR

The "easy-to-use" HRIS

Ascentis HR is an easy-to-use, on-demand (SaaS) HR software solution that manages and tracks employee data throughout the entire employment cycle. Employee information is instantly and electronically accessible — and always up-to-date. The HR staff is immediately more efficient, accurate and accelerated.

Ascentis HR manages and displays many levels of employee data, including:

Personal information

- Name and address
- Phone numbers
- Emergency contacts
- Dependent information
- Attachments

Organizational information

- Job title
- Supervisor
- Performance reviews
- Length of service
- Termination date and analysis

Compliance information

- Disability status
- EEO class
- OSHA
- Workers Comp class
- Veterans status
- Disability status

Comprehensive benefits management

Ascentis HR supports a wide variety of benefits plans with powerful, rules-based benefits engines. Benefit plans only need to be set up once. HR can easily report on point-in-time benefits for any past, current or future date. Ascentis HR automatically calculates employees' and dependents' eligibility status. The system provides complete historical information that tracks all enrollment changes including what changed, when it changed and who made the change. Ascentis HR supports conventionally insured and self-funded plans, and quickly generates benefits statements.

Ascentis HR supports many types of benefits, including:

- **Medical**
- **Dental**
- **Vision**

- **401(k)**
- **Health club memberships**
- **Paid employee parking**

- **Life insurance**
- **Short/long-term disability**
- **Retirement plans**

Compliance

Ascentis HR tracks benefits affordability data to fully support ACA publishing and filing capabilities with the IRS. FMLA data including number of hours available and paid vs. unpaid leave are also tracked within HR. COBRA management keeps your company in compliance and eliminates the cost of outsourcing COBRA management.

Customization

Quickly and easily create customized tabs to track the unique information that your company needs to manage, such as company-issued property, certifications and training.

Compensation management

With Ascentis HR, an unlimited number of compensation plans, with pay grade levels, can be created. Historical compensation information is easy to access. The powerful "What If" analysis tool allows HR to quickly and easily see how changes to three variables (compa-ratio, percentage change and pay change) affect overall compensation.

Attendance

Ascentis HR tracks all leave-types, including vacation, sick and jury duty. The system calculates eligibility, accrual, lump sums, carry-over, amount taken and amount available.

Innovative employee communications

The Ascentis HR Correspondence Wizard allows HR to quickly communicate with individuals or groups via e-mail. E-mails are automatically captured in employees' records so HR can easily retrieve a correspondence history of the content and date sent.

Reporting

Ascentis HR includes more than 300 pre-defined, customizable reports, including federal compliance reports. With the Report Wizard, generating reports is simple and does not require IT staff help or technical knowledge of databases.

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