



# Centricity™ Human Resources and Payroll Service Offerings

Centricity Human Resources and Payroll by API Healthcare offers multiple capabilities to help drive operational efficiencies in your business. Through our services offerings, we partner with your organization to leverage the robust functionality, empower your staff and remain compliant with current legislation. We invite you to take advantage of our services to help your organization gain the most value from your investment.

## Key Services Overview

### **Audit**

This is a high level review of system use and configuration with recommendations.

A GE Healthcare consultant will conduct a complimentary 30 minute discovery call to learn about the current configuration and use of your system, and understand your human resources and payroll goals.

Recommendations for actions, such as implementing additional functionality, configuration optimization, process improvement and additional training, are created based upon the discovery call.

### **Customized Optimization Plan**

This is an in-depth review of system use and configuration with written recommendations report.

It starts with a system audit of the effectiveness of your current use and configuration.

This audit provides recommendations to better leverage Centricity Human Resources and Payroll and help gain greater efficiencies. Execution support is available to help you bring these system and process changes to life and attain these gains. There are multiple options starting from a simple 45 minute exploratory phone call, multi-day onsite deep dive or a custom tailored service option specific to your needs.

### **Affordable Care Act Training**

Configure your system for Affordable Care Act (ACA) compliance.

Attendees will get an introduction to the Affordable Care Act and demonstration of how to implement the ACA tools in Centricity Human Resources and Payroll. Key takeaways include a copy of the presentation and ACA user guide.

### **Benefit Plan Configuration Optimization**

Consolidation, optimization and training on benefit capabilities within your solution including:

- Review of existing configurations
- Report of areas of consolidation
- Guidance and support to implement recommended changes
- Review of online enrollment capabilities and functionality
- Review of current procedures
- Use of the 834 Export

This review will also include additional training on the benefit plan configuration so that plan year changes can be made with confidence.



### **Payroll Maintenance**

This is post implementation user training on payroll functionality and maintenance of the solution.

GE Healthcare will provide additional training for users of the payroll functionality to cover the maintenance of the solution. This will include an in-depth review of the configuration of earnings, deductions and fringe benefits setup tables so that changes to these important aspects of the system can be made with confidence. This training will also include the capabilities to correct issues that may arise, such as refunding an extra deduction, withholding a missed deduction, arrears configuration and functionality, as well as the pay period by pay period reconciliation that should occur to prevent any surprises come quarter end and year end.

### **Release Training**

User training on current release functionality.

GE Healthcare will provide training for users on the current release of the solution.

## Report Writing

### **Intro to Report Writing Training**

Gain an understanding of what is involved in writing a basic report in the Centricity Human Resources and Payroll.

Audience: New to Centricity Human Resources and Payroll, new report writers, refresher course for basic reports

Onsite - Max 8 people suggested

Remote - Max 3 people suggested

### **Advanced Report Writer Training**

Gain a deeper knowledge of the database to write more complex reports.

Audience: Technical users

Onsite - Max 8 people suggested

Remote - Max 3 people suggested

### **Report Writer - Make it Happen**

Work directly with a GE Healthcare engineer who writes as many reports as possible during the defined amount of time.

Your organization provides a prioritized list of reports you would like completed,

and our engineer will do analysis and communicate what is feasible to get done in the defined amount of time purchased.

On-Site or Remote 2-4 days

### **On Demand Report Writer**

On Demand availability of an engineer to assist with any report writing questions you may have.

Utilization of an engineer on designated days and times to assist with specific questions while writing your reports.

### **Want to Know More?**

In addition to these key offerings, our team offers a wide variety of services to help address your organizational needs through our solutions such as:

- Data Conversion
- Organizational Process Improvement
- Interface Automation
- Module Trainings

Please contact our Inside Sales team at [api.insidesales@ge.com](mailto:api.insidesales@ge.com) to learn more about maximizing the value of your solutions.

## imagination at work

[www.gehealthcare.com/  
WorkforceManagement](http://www.gehealthcare.com/WorkforceManagement)

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