

workerscomp

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This tab is used to calculate the workers' compensation premiums for all types of district employee records. The workers' compensation codes default to A, B, C, D, E, and F. Code descriptions are also user defined and can be changed.

Set up workers' compensation codes:

Click **+Add** to add a row.

Field	Description
Code	Click to select a workers' compensation code.
Description	Type the locally assigned description for each code.
Net Rate	Type the rate assigned by the district's insurance carrier for each code (e.g., 0.0205% for a payroll rate of 0.0205 and “rate per $100” of 0.000205).

Click **Save**.

Other functions and features:

	Delete a row. Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.