



## thirdpartysickpay



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# Third Party Sick Pay- HRS3600

**Human Resources > Maintenance > Calendar YTD Data > Third Party Sick Pay**

This tab is used to display and maintain the third-party sick pay or disability pay that was paid directly to the employees. When reported to the employer, the data is compiled and available for W-2 reporting.

## Create a third-party sick pay record:

Select a student

The following receiving options selected on the Options > Purchasing Options page in District Administration determine how information is displayed as well as if certain requisition items can be received on this page.

- If **Use Blind Receiving** is selected, order quantities are not shown on this page.
- If **Allow Partial Receiving** is not selected, only complete requisition items can be received.
- If **Allow Receiving Overage** is not selected, only the original item quantity ordered or less can be received.

Field	Description
Campus ID	
Pass/Fail	

Click **Save**.

\*\*NOTE:

## Other functions and features:

<input checked="" type="checkbox"/>	<a href="#">Delete a row.</a>
	Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.



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