Benefits

Benefit Programs by default are suppressed on "0" or set on "Hide on Zero" and an option to "Show on Zero" on the drop-down menu to display even without Employee and Employer contribution and colorized them. The data template will also have fields for Plan, Coverage, Employee Contribution and Employer contributions with each benefit program.

To add Benefits Programs:

Go to **Programs**, then choose **Benefits** from the drop-down to benefits programs.

Then click **New Program** and enter the **Benefits Name** on the **Unnamed** field.

Repeat the same process to **add** more Benefits.

Then hit the **Save** button.

Keep the check on the **Show the Employee Contribution column tick** box if you want to show the Employee Contribution on the statement and if not, uncheck.

By default, benefits suppress on "0" (**Hide on zero**) and you can choose **Show on zero** on the drop-down menu to display the benefits even without Employee and Employer contribution and colorized them. There's no limit to the number of benefits programs for online statements.

Once you added the benefit, you can choose **Show on zero** on the drop-down menu to display the estimated tax savings benefit on all employee statements even if they have a zero value

Benefits

New Program

1 Medical Insurance   Hide on zero ▼   #9bbd3b ▲ ▼ ⚙

Save