



Centricity™ Time and Attendance Labor Compliance Reporting Kit Service Offerings

The workforce dynamics within a 24/7 healthcare organization can make wage and hour compliance complicated. With the recent focus on the Healthcare industry from both the Department of Labor and class action litigators, the proactive monitoring and reporting of employee clocking data has become an organizational imperative.



Key Services Overview

In order to support our clients in leveraging data from their workforce management solution, we have created an offering of additional reports to help confirm that your clocking activity and pay policies are in compliance. These reports focus directly on areas that may fall under a Department of Labor or Union initiated audit, such as meal periods, off the clock work, and rounding. Access to this type of data will help provide the assurance that your entire healthcare system is paying employees fairly, while offering tools to self-audit on an ongoing basis.

The reports offer a summary level view with dashboard functionality, empowering your stakeholders to take a proactive approach in identifying problem areas and compliance vulnerabilities that may exist, supported by the evidence to respond in a timely manner.



Key analytics of the Labor Compliance Reports include

[Rounded vs Actual Hours Report](#)

Provides visibility to rounding activity to ensure employees are being paid fairly

- Identifies actual in, actual out, total actual, subtracts lunch
- Recognizes clocking source and identifies the specific device used
- Compares the difference of clocked/ worked time to rounded time and worked hours to paid/rounded hours

[Clocking Edit Variance Report](#)

Identifies manual edits that effect the net change impacting how the employee is paid

- Visibility to person making the final edit
- Detail on types of edits providing data to identify suspicious activity
- Compares original clockings to final with edits for total variance on the shift

[Break Time per Continuous Shift Report](#)

Analysis of the break minutes spent during an 8 hour continuous shift

- Calculates total shift duration from clockings
- Totals actual number of clocked breaks and automatic lunch
- Provides visibility to total break minutes per continuous shift

[Off the Clock Audits](#)

Identifies edits and approvals made when a badge required employee is working off the clock

- Provides detailed employee name, date and time of updates
- Identifies item update, clocking, calendar, time card approval, employee sign off
- Provides total number of employees and updates to system off the clock

Additional reports

[Lunch Attestation](#)

Provides detail into clockings and summary of employee answers to the Lunch Attestation question at the readers

[Employee Time Card Status detail](#)

Includes both detail on the employee sign off per pay period as well as the time card supervisor approval per pay period

[Compliance Rules Review](#)

Analysis of rule configuration by department

[Summary Report](#)

Provides a summary level view of all 7 reports, with links to access and drill down to the detail

[Each of the reports provides the ability to export to additional formats for organizing your data and can be sorted by department or employee.](#)

Learn more

In addition to these key offerings, our team offers a wide variety of services to help address your organizational needs. Let us help turn your workforce data to better outcomes.

Please be sure to contact your inside sales representative at api.insidesales@ge.com to schedule a demonstration of our Labor Compliance Reporting Kit to learn more about leveraging the most from your Time and Attendance solution.

imagination at work

www.gehealthcare.com/WorkforceManagement

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