

## MAP Health Benefit Adjustments and Refunds – KPAY228

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### **DESCRIPTION:**

This report lists all health benefit deductions for any employees who have either an adjustment (Type = ADJ) or a refund (Type = REF) sent to payroll from MAP to be processed on the employee's paycheck for a particular pay period. Agencies can use this report as a tool for contacting employees and working arrearages in advance of issuing their paychecks. Agencies can enter an ADJ or ADV on the employee's timesheet in the amount of the adjustment if the employee has an accumulation of health benefit deductions for multiple pay periods that were not previously deducted due to a paysheet not being created. ADJ would be used for all after-tax deductions that were not taken in previous pay periods due to no employee paysheet. ADV would be used for all before-tax deduction adjustments where the employee had a paysheet. Agencies are reminded that any arrearages established for benefits should be collected over the same number of pay periods where missed deductions resulted in the establishment of the arrearage. Please refer to informational circular 15-P-009 at the following link for more information. <https://www.admin.ks.gov/resources/informational-circulars/informational-circulars--payroll/fy2015---payroll-info-circs>.

Included are:

1. Emplid;
2. Empl Rcd #;
3. Name;
4. Pay End Date;
5. Plan Type;
6. Benefit Plan;
7. Dedcd;
8. Ded Class;
9. Type;
10. Amount

### **SORT SEQUENCE:**

Emplid  
Emp Rcd#

### **FREQUENCY:**

This report is run on the first night of pay calc week, normally on Tuesday night, and sent to agency directories in their MVS mailbox.

### **WHERE FOUND:**

Downloaded from the agency's MVS mailbox using Core FTP Pro software.

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