MiCase HR/Payroll System
Application Release Notes

Application Release Date: 11-Jan-2018

These notes provide a brief description of the changes and new features to be found in the HR/Payroll System release dated 11-Jan-2018.

The following items refer to system "bugs" that have been corrected in this version:

      No "bugs" were corrected in this version.

The following items refer to miscellaneous changes that have been made in this version – or in previous versions:

1. The system has been revised to calculate the employee withholding taxes for Medicare (MiCase deduction code "MCT"), Social Security (MiCase deduction code "SST" and the matching employer-paid benefits (MiCase benefit code "FICA") according the rules for 2018, based on the contents of: https://www.ssa.gov/policy/docs/quickfacts/prog_highlights/RatesLimits2018.pdf. Note that for 2018, the social security wage base limit is $128,400.00.

2. As of this date, the IRS has not issued Federal Income Tax withholding guidelines for 2018. For reference, please see: https://www.irs.gov/newsroom/irs-statement-withholding-for-2018. When the guidelines are released, we will release an updated version of the HR/Payroll System that contains the new rates.

3. The calculation of Michigan income tax withholding has not been revised and remains unchanged from 2017.

4. The calculation of Indiana income tax withholding has not been revised and remains unchanged from 2017.

5. The calculation of Wisconsin income tax withholding has not been revised and remains unchanged from 2017.

6. The *Payroll End of Calendar Year Procedures* document, Step 5.b includes instructions for using the Accuwage program to test the file of W-2 records to be submitted electronically to the Social Security Administration. If the Accuwage program returns only the message shown below, it may be disregarded and you may continue with the submission:

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Issue(s) for Selected Record

Level	Reference	User Entry	Description
⚠ Alert	Employer/Agent Identification ...	381709141	This alert is informational only. Submitter EIN [Position 3-11] and Employer/Agent EIN [Position 8-16] are an ex

> This alert is informational only. Submitter EIN [Position 3-11] and Employer/Agent EIN [Position 8-16] are an exact match. Please verify that you intended to have the Submitter EIN and Employer EIN match before proceeding. No further action is needed if this was intentional.

7. The *Payroll End of Calendar Year Procedures* document, Step 5.f includes instructions for printing W-2 forms. Before submitting your forms to be printed at REMC, please verify that the correct printer driver is present on your computer. For current versions of Windows, select *Start > Devices and Printers* and then find the *KRESA Central* printer. Right click and select *Printer properties* – or *Properties*. The *Model*: should display HP Universal Printing PS. If another model is displayed, contact MiCase Support before submitting W-2 forms to be printed. Instructions for installing the HP Universal Printing PS driver on your computer may be found at: https://www.kresa.org/cms/lib/MI01000312/Centricity/Domain/239/HP%20Universal%20Print%20Drivers%20-%20Installation%20Instructions.pdf.

As always, please contact our Help Desk with any questions or concerns.

MiTech Information Systems Help Desk
Phone: (269) 250-9270
Email: helpdesk@mi-case.org

On behalf of the MiCase staff, thank you.