

Employer Advisor

NEW WEB PAYMENT FEATURES

YOU CAN NOW PAY FOR MULTIPLE
BUSINESSES IN ONE SIMPLE
TRANSACTION

Employers and payroll service providers can now make payments for multiple businesses as a separate process from the quarterly report filing at jobs.utah.gov/ui/employer. Accounts having an amount due will appear in the lower left corner of the home page for “Unemployment Insurance and New Hire Reporting.” From the “Payments” box on the home screen you can view accounts with an amount due, any previously scheduled EFT payments, and other available payment options.

From “Make a Payment” you can:

- Make one EFT payment for all employer accounts filed for
- Print a single multiple employer web coupon
- Upload a payment file and pay via EFT
- If you wish to upload a payment file you will need to first contact Workforce Services at 801-526-9235 or 800-222-2857, option 2, then option 4, to gain access.

Simply click on the payment option desired and select which accounts to include in the payment total.

Users will now have the ability to print payment details at the time of payment, as well as see their payment history. A scheduled EFT payment can also be deleted prior to 2 p.m. (Mountain Time) on the business day before the settlement date.

As always, you have access to helpful hints, payment links, answers to frequently asked questions and our Live Chat at jobs.utah.gov/ui/employer.

Post your jobs online:
jobs.utah.gov/employer

Occupational wage data:
jobs.utah.gov/wi



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HEALTHIER EMPLOYEES ARE HAPPIER EMPLOYEES

A Healthier Tomorrow, Together

Large employers in Utah have big budgets that enable them to offer comprehensive wellness plans to their employees. Small to mid-sized businesses may not have those same resources.

If you are a small or mid-sized business owner in Utah, you can take the first step in improving the health and well-being of your employees by assessing your worksite through this quick and confidential survey. It takes less than 10 minutes and helps you to see where gaps are and find appropriate resources.

The Utah Health Improvement Plan (UHIP) addresses the priority issues regarding the health of the state's population. UHIP assists businesses in helping their employees make the healthy choice the easy choice. This reduces employees' risk of acquiring chronic health conditions and helps those already diagnosed to manage them appropriately.

When you take this short survey, you'll be connected with free UHIP resources that meet the needs of Utah's small to mid-sized businesses.

Go to <http://bit.ly/2ngL5mO> to access the survey. Your time is appreciated!

FILING QUARTERLY REPORTS FOR 5+ EMPLOYERS? GET A TAX PREPARER CODE

If you are a tax preparer filing for more than five employers, our department utilizes a "Tax Preparer Code." This code allows access to your clients' unemployment insurance (UI) accounts using the account number with the Federal Identification Number (FEIN), instead of a PIN. After the tax preparer code is first entered, the system will link all of your client employer accounts to the tax preparer code login. Thereafter, you may access all of your clients' accounts with one login. This allows you to file for multiple employers quickly and accurately, whether you choose to do an automatic upload, or file manually on our website.

Only one tax preparer code is provided per tax preparer business. After entering the tax preparer code, the system generates a "Filing Code" for all staff given access to file quarterly reports for tax clients. To file quarterly reports, each staff member must log in using their own email address and password, and then enter the required filing code only once. Both the

administrator and staff may add new tax clients by using FEIN and UI registration number (i.e., basic access) or using the UI registration number and PIN (i.e., advanced access). The administrator will have the authority to delete any staff member's filing code access upon termination or change in duties.

As a tax preparer, you may file quarterly UI reports for one employer or multiple employers. For either, jobs.utah.gov/ui/employer is a fast and easy way to file quarterly reports and access your records 24/7. In addition, you can make timely and accurate payments while saving time and postage.

If you are an accountant filing for less than five employers, visit jobs.utah.gov/ui/employer to easily file accurate and secure online reports. Live help is available using our online chat feature during regular business hours. Visit us at jobs.utah.gov/ui/employer for more information.