

Human Resources

AccuFund Anywhere Online

Unify All Your HR Data

The browser based Human Resources module drives important employee management functions, such as benefits management, performance tracking, training documentation, and more.

The Human Resources module provides a standard set of employee management tools, along with the flexibility to add on more data tracking items to meet specific organizational requirements.

The Human Resources module is included with AccuFund's Payroll module, and integrates with all components of AccuFund's HRMS system, and can be used in conjunction with them, such as in Employee Self Service.

Human Resources Onsite Version

Looking for the onsite version of this module?

[Show Me the Onsite Version](#)

H/R Items					
View Add Copy Change Do... Delete					
St	Item Name ↑	Description	Type	Log Changes	Multiple
	401KInfo	401K Benefit Info	401K Info	✓	
	401KLoan	401K Loan Info	401K Info	✓	
	AnnualIncentive	Annual Incentive	Special Compen...	✓	✓
	BenefitEligibility	Eligibility of Benefits	Benefits Info	✓	
	BereavementLeave	Bereavement Leave	LOA's	✓	✓
	BoardBehavioralSciences	Licensee Infomation; The BBS is responsible for consumer protection through the regulation of Marriage and Family Therapists (MFT); Licensed Clinical Social Workers (LCSW); Licensed Educational Psychologists (LEP); MFT Interns; and Associate Clinical Soc	Education	✓	
	ChildDevelopAssist	Child Development Assistance	Certifications	✓	
	ChildDevSiteSupervPermit	Child Dev Site Supervisor Permit	Certifications	✓	
	Compensation	Compensation	Compensation	✓	✓
	CoveredIndividual	This item contains information required to report covered individuals for health insurance on forms 1094/1095-(B or C). If SSN is not available please provide individuals DOB.	<none>		✓
	CPR	Adult, Infant/Child CPR	Certifications	✓	
	DentalIns	Dental Insurance	Benefits Info	✓	

Work Smarter with These Popular Features

The Human Resources module offers robust capabilities to streamline your workflow:

- HR Items can have a single entry such as EEO status, or multiple entries for training and reviews.
- HR Items can be configured to log and track changes over time.
- HR Items can be grouped into categories, making it easier to find and report similar items.
- Data access rules and security can be established for specific users.

Use Standard Screen Templates or Create Your Own

The Human Resources module includes a complete set of standard fields that can be used as delivered, modified, or replaced with your own designs. These templates include:

- Benefits Information
- Health Insurance Open Enrollment
- Onboarding information and checklists
- Leave information for all types
- HSA/FSA

- Education Completed
- ACA Reporting Information
- Disciplinary Actions
- EEO Categories
- Temporary Leave Activity
- Positions Held
- Review Observations
- Review Performance
- Termination Actions
- And More!

The screenshot shows the 'Employees' management interface. On the left, a 'Tabs' menu is open, listing various categories such as Deductions, Disciplinary Actions, EEO Info, Earnings, Education, Employer Share, Performance Evals, Taxes, and History. The main content area displays a form for 'Options' with the following fields:

- FSA Healthcare Effective Date: [Calendar icon]
- FSA Healthcare Cancel Date: [Calendar icon]
- FSA Healthcare Amount: [Text input, value: 0.00]
- FSA Healthcare Limit: [Text input, value: 0.00]
- FSA Dependent Care Effective Date: [Calendar icon]
- FSA Dependent Care Cancel Date: [Calendar icon]
- FSA Dependent Care Amount: [Text input, value: 0.00]
- FSA Dependent Care Limit: [Text input, value: 0.00]
- FSA Non Employer Effective Date: [Calendar icon]
- FSA Non Employer Cancel Date: [Calendar icon]
- FSA Non Employer Amount: [Text input, value: 0.00]
- FSA Non Employer Limit: [Text input, value: 0.00]

Buttons for 'Submit' and 'Cancel' are located at the top of the form area.

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Let's Get Started

AccuFund supports your mission with a full suite of financial management applications for nonprofit and government organizations. To learn more and arrange a demo, contact AccuFund at 877-872-2228 or sales@accufund.com or visit www.accufund.com.

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AccuFund SOC2 Certification for Cloud Service Offerings

SOC (System and Organization Controls) certifications offer an AICPA auditor's opinion on the effectiveness of a service organization's controls relevant to security, availability, processing integrity, confidentiality, or privacy. AccuFund has received SOC 1 Type 2 certification for its cloud offerings.

