PayPath Nuances in UCPath

There are certain issues in the UCPath PayPath module. Currently there are two details that can be high impact for many PayPath transactions. Specifically, PayPath adds a Data Change/SYS Update-PayPath Action row to all rows with a higher effective date for Job Actions. Also, PayPath has been drawing the Job Earnings Distribution (JED) from highest effective date transaction. This is a 1-2-3 Check to help mitigate issues as PayPath transactions are entered. A microlearning has been created to walk through these two nuances and the 1-2-3 Check process.

Notes:
- The Workforce Job Summary link allows the submitter to review existing job rows. It should be used for EVERY PayPath Transaction.
- Additional known issues related to PayPath are listed in the Known Issues Log on the Berkeley Transactional User Page
- For more general information on how to submit UCPath PayPath Transaction, please review the UCPath PayPath Transactions tip sheet

Step 1 - Before

Before the transaction, check the Workforce Job Summary and ask three questions:

- Is there a current or future JED distribution?
- Does a future dated row exist?
- Am I going to be inserting a row between two other rows which have already been entered?

Step 2 - After

If the answer to any of the question in “Step 1” was YES:

- After the transaction is submitted/approved, review the Workforce Job Summary to ensure that the JED and salary/comp fields are correct

If the answer to any of the question in “Step 1” was NO:

- Reviewing the Workforce Job Summary after approval is not necessary

Step 3 - Resolve

If there was an issue with any of the newly entered data rows in Workforce Job Summary:

- Add a new row as a PayPath Transaction
- Submit a case/inquiry on behalf of the employee with the appropriately attached Position Update or Job Data Update form

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- Does a future dated row exist?
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Step 2 - After

If the answer to any of the question in “Step 1” was YES:

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