



Enter Special Information

Name	Information Exists
Emp-EOP Reference	<input type="checkbox"/>
Emp-Emergency Event Status	<input checked="" type="checkbox"/>
Emp-HSF Contract Information	<input checked="" type="checkbox"/>
Emp-HSF SOC Information	<input checked="" type="checkbox"/>

Click into the top line of "Details"

Details

Start Date	End Date	Detail
25-NOV-2008		28000.00 253000.00 115101.101.YY00070.4
25-NOV-2007	24-NOV-2008	28000.00 24
25-JUL-2007	24-NOV-2007	0.00 24800
25-JUN-2007	24-JUL-2007	28000.00 24
25-MAR-2007	24-JUN-2007	61400.00 24
25-DEC-2006	24-MAR-2007	83000.00 24
25-NOV-2006	24-DEC-2006	30000.00 24
25-NOV-2005	24-NOV-2006	0.00 24320
25-NOV-2004	24-NOV-2005	0.00 23160

This box shows the UPG pay

This box shows TOTAL compensation INCLUDING UPG.

Emp-HSF SOC Information

HSF Supplement

Total Compensation

HSF PTA01

HSF PTA01 %

HSF PTA02

HSF PTA02 %

HSF PTA03

HSF PTA03 %

OK Cancel Clear Help

For this employee:  
(1) \$253,000 Total Compensation goes into the first input line of the LD Calculator "Total Base Salary Including UPG Pay"

(2) \$253,000 Total Compensation - 28,000 "HSF Supplement" = \$225,000 UVA Salary.

Input \$225,000 in the "Total Base Salary-UVA Portion Only" box on the LD Calculator. (If you prefer, you can also click the "Assignment" button in HRMS, then select "Salary" to get the UVA ONLY base salary)

To find base salary information for faculty with UPG (formerly HSF) pay:

- 1) Log into the HRMS module of the Integrated System
- 2) Find the employee
- 3) Click the "Special Info" tab
- 4) Scroll down and select "Emp-HSF SOC Information"
- 5) Click into the detail top line (pointed out above)
- 6) Use "Total Compensation" for the first input line of the LD calculator, "Total Base Salary (Including UPG Pay)"
- 7) Subtract "HSF Supplement" from "Total Compensation" to get the "Total Base Salary-UVA Portion Only" input line on the LD calculator